



## THE FORWARD PLAN

1 September 2023 - 31 December 2023

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## Executive Councillors 2023/24

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Contact details for all Councillors is available at  
<http://democracy.cambridge.gov.uk/mgMemberIndex.aspx?bcr=1>

## The Forward Plan: 1 September 2023 - 31 December 2023

The Forward Plan sets out all the Key and Non-Key Decisions that Executive Councillors will take over the following four months and also includes items that will be brought to Area and Regulatory Committees for discussion and formal decision.

The Plan is updated quarterly and a full copy sent to all Councillors. Members of the public can access the Key Decisions and Area Committees document from this date via the website.

Any amendments to the Plan will be listed on the webpage. This will also be circulated by email to councillors, to show the changes. Please contact Democratic Services for further information.

A decision will be 'KEY' if:

1. The decision is likely to result in the City Council incurring expenditure or making savings in excess of £300,000 (£1,000,000 for procurement). Excluded from this are all loans to banks or other financial institutions made in accordance with the Treasury Management Policy.

In relation to letting contracts the key decision is seeking authority to procure (and delegate authority to award). OR

2. The decision relates to the acquisition or disposal of land or interest in land with a value in excess of £600,000. OR

3. The decision is likely to be significant in terms of its effects on communities living or working in any ward in Cambridge. OR

4. The decision relates to consideration by the Executive of any matters which involve proposals or decisions:

- to change any plan or strategy included in the Policy framework; or
- to develop any major new plan or strategy; or
- for the annual budget; or
- which would otherwise be contrary to or not in accordance with the policy framework or budget. OR

5. The decision relates to consideration by the Executive of any matters which involve proposals or decisions which would have a substantial impact on the operational management of the Council.

All Key Decisions will automatically be included on Scrutiny Committee agendas but Non-Key Decisions will not.

However - two members of a Scrutiny Committee may request that a Non-Key Decision is brought to the meeting for discussion. This request must be made to Committee Manager (James Goddard) no later than 10 working days before the meeting, or the date the Executive Councillor will make the decision, whichever is earlier.

Deadline dates for the request of a Non-Key Decision are included in the Plan.

Any Non-Key decision which does not appear on the Forward Plan at least 15 working days before a Scrutiny Committee meeting will automatically be referred for pre-scrutiny by the relevant Scrutiny Committee.

## Committee Meeting and Publication Dates

Committee	Page	Meeting date	Agendas published
The Executive	9	20/11/23	10/11/23
Environment and Community	10	05/10/23	25/09/23
Housing Scrutiny Committee	18	19/09/23	07/09/23
	22	21/11/23	09/11/23
Planning and Transport	26	28/09/23	18/09/23
	29	09/11/23	30/10/23
Strategy and Resources	30	02/10/23	20/09/23
	32	20/11/23	08/11/23
Civic Affairs	35	20/09/23	12/09/23
	36	18/10/23	XX/10/23
Licensing	37	11/09/23	01/09/23
East Area	40	21/09/23	13/09/23
	41	07/12/23	29/11/23
North Area	42	07/09/23	30/08/23
	43	23/11/23	15/11/23
South Area	45	04/09/23	24/08/23
	46	27/11/23	17/11/23
West/Central Area	47	14/09/23	06/09/23
	48	16/11/23	08/11/23

## Contact Information

To contact the lead officers listed in the report

- Phone – 01223 457000
- Email – All Cambridge City Council addresses are in the format [firstname.lastname@cambridge.gov.uk](mailto:firstname.lastname@cambridge.gov.uk)

Alternatively you can contact Democratic Services who will deal with your enquiry on your behalf. Democratic Services can be contacted on:

- Phone – 01223 457013
- Email – [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk)

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## Forward Plan - Decisions of the Executive

This section includes all items scheduled for consideration by Executive Councillors at the relevant Scrutiny Committee.

- Items, which are listed as KEY decisions, will automatically appear on the agenda for debate and decision.
- Items, which are listed as NON KEY decisions, will automatically appear on the agenda but will only be subject to debate if requested by two members of the relevant Scrutiny Committee at least 10 working days before the meeting.

Committee reports will be available one week before the meeting [on the City Council website](#).





## Forward Plan

### The Executive – 20 November 2023 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>General Fund Medium Term Financial Strategy 2023/24 - 2032/33 and Budget Consultation</p> <p>The Executive will meet to consider the General Fund Medium Term Financial Strategy 2023/24 to 2032/33 and indicative strategic budget proposals which will be the subject of public consultation.</p>		<p>As part of the Council's Budget Setting Process, The Executive will be recommended to agree that the General Fund Medium Term Financial Strategy 2023/24 to 2032/33 and indicative strategic budget proposals are submitted for public consultation. These will form the basis of detailed budget proposals for 2024/25 that will be subject to scrutiny. The General Fund Budget Setting Report 2024/25 will be considered by the Executive on 5 February 2024.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Caroline Ryba Chief Financial Officer</p>	<p>This is a key item and will automatically appear on the agenda.</p>

### The Executive – 20 November 2023 (Non Key Decisions)

Currently no non key items scheduled for 20/11/23

Non key items will only appear on the agenda if requested for pre-scrutiny by 08/11/23

## Environment and Community Scrutiny Committee – 5 October 2023 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Air Quality Strategy</p> <p>To approve a new Air Quality Strategy.</p>		<p>Local authorities are required to monitor key pollutants (NO<sub>2</sub> &amp; PM<sub>10</sub>) across their district under Local Air Quality Management (LAQM). Levels are now achieved across Cambridge.</p> <p>Therefore, Cambridge City Council is required to maintain an Air Quality Strategy outlining how air quality will be maintained and improved; including how it will help achieve national PM<sub>2.5</sub> targets.</p> <p>This report will outline the reasons for adopting World Health Organisation (WHO) Air Quality Guideline targets and adopting a joint approach with South Cambridgeshire District Council due to the transboundary nature of air pollution, and the emerging Greater Cambridge Local plan.</p>	<p>Executive Councillor for Climate Action and Environment</p>	<p>Jo Dicks Environmental Quality &amp; Growth Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>S106 Funding Round for Community Facilities and Indoor/Outdoor Sports Facilities</p> <p>To allocate S106 small grants for improvements to equipment and storage at community buildings and indoor/outdoor sports centres in Cambridge.</p>	<p>The purpose of S106 funding from developers is to mitigate the impact of development. See the Council’s overview of S106 funding. Generic S106 contributions have previously been secured to improve community and sports facilities within the city (alongside other contribution types). To enable the Council to allocate the generic S106 funds that are still available to relevant &amp; eligible projects, the Council is running a S106 small grants round for community and sports facilities in 2023/24.</p> <p>From late July 2023, the Council has been inviting grant applications for between £5,000 and £30,000 from community and sports clubs that own or lease facilities. Applications (received in September 2023) for small grant projects that could be completed by April 2024 will be reported to the scrutiny committee in October 2023. Further applications (received by the end of October 2023) for projects completed by October 2024 will be reported to the January Committee.</p>	<p>Executive Councillor for Communities</p>	<p>Ian Ross Community, Sport &amp; Recreation Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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<p>Designated Bathing Area on the River Cam</p> <p>To consider support for an application to DEFRA for an inland water stretch along the River Cam within Cambridge City Council subject to approval from the Executive Councillor following consideration by the Environment &amp; Community Scrutiny Committee;</p> <p>To consider the evaluation of the application to DEFRA in order to secure an improvement in water quality while also taking into account the impact of any increased usage and avoidance of significant additional cost.</p>	<p>On 21st July 2022, a motion was passed by the Council regarding Rivers, Safe Swimming and Sewage, which recognised the cumulative impact of sewage discharge events.</p> <p>The responsible bodies are the Environment Agency for general oversight, Cambridge Water for water supply, and Anglian Water for sewage. Despite members highlighting the issues in this Council, and engaging with the Environment Agency and Anglian Water, recent evidence shows that pollution levels in our rivers and chalk streams remain unacceptable.</p> <p>Many residents and local organisations have rightly raised concerns about the health implications of the poor water quality in our rivers and chalk streams, especially during summer months when local children and families would expect to be able to bathe and enjoy nature-rich riverbanks. Cam Valley Forum have undertaken water quality tests for the year 2021 to 2022, and Anglian Water continue to take weekly tests. All show poor water quality.</p>	<p>Executive Councillor for Open Spaces and City Services</p>	<p>Alistair Wilson Group Operations Manager (secondment)</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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## **Environment and Community Scrutiny Committee – 5 October 2023 (Non Key Decisions)**

Non key items will only appear on the agenda if requested for pre-scrutiny by 21/09/23

<b>Subject/Decision</b>	<b>New Item</b>	<b>Background Information</b>	<b>Decision Taker</b>	<b>Officer</b>	<b>Additional Information</b>
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<p>Cambridge City Smoke Control Areas, (SCA's), Enforcement &amp; Fee Policy</p> <p>To approve the adoption of the Cambridge City Smoke Control Area's Enforcement &amp; Fee Policy</p>	<p>Schedule 1A of the Clean Air Act 1993 (as amended by the Environment Act 2021) states that only authorised fuels should be burnt in association with chimneys of any buildings in smoke control areas who have a smoke producing appliance, alternatively they should use a Defra approved appliance – this is known as an 'exempt appliance'.</p> <p>Where smoke is emitted from a chimney in a smoke control area of which there are 3 in Cambridge City, the local authority can issue a financial penalty, ranging from £175 up to a maximum of £300 per notice, where the person responsible is found not to be following these requirements.</p> <p>In-line with Government guidance there is therefore a need for the Council to introduce an Enforcement and Fee Policy in relation to this setting out how the authority will enforce these requirements and introducing a financial penalty matrix.</p>	<p>Executive Councillor for Climate Action and Environment</p>	<p>Claire Adelizzi Residential Team Manager (Environmental &amp; Public Health)</p>	<p>Requested for pre-scrutiny by Cllrs Payne &amp; Glasberg.</p>
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<p>Climate Change Strategy and Carbon Management Plan Annual Report 2022/23</p> <p>To note progress in delivering actions identified in the Climate Change Strategy and Carbon Management Plan during 2022/23.</p>	<p>The Council has previously published a Climate Change Strategy for April 2021 to 31 March 2026, which set out how the Council will support residents and businesses to reduce carbon emissions in Cambridge. The Council has also published a Carbon Management Plan, which sets out planned carbon reduction projects relating to the Council's buildings, vehicle fleet and business mileage. This report provide an update on actions from the Climate Change Strategy and Carbon Management Plan that were delivered during 2022/23.</p>	<p>Executive Councillor for Climate Action and Environment</p>	<p>Catherine Stewart, Janet Fogg Climate Change Officer, Climate Change Officer</p>	<p>Requested for pre-scrutiny by Cllrs Hawk &amp; Glasberg.</p>
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<p>Fixed Penalty Notices Review 2023</p> <p>The Environmental Offences (Fixed Penalties) (Amendment) (England) Regulations 2023 came into force on 31st July 2023 which gives the council the ability to increase fixed penalties for a number of environmental crime offences. This report considers the recommendation to increase a number of fixed penalties for environmental offences and to offer an payment discount.</p>		<p>The council have been issuing fixed penalty notices (FPNs) for a variety of environmental offences including littering, flytipping and abandoned vehicles for over fifteen years. In this time period fixed penalties have generally been set at the maximum level set out in legislation and all have included a discount of 40% for those that pay early (i.e. within 10 days of the FPN being issued). Recently legislation has been created which amends the maximum level available for a number of fixed penalty notices.</p>	<p>Executive Councillor for Climate Action and Environment</p>	<p>Wendy Johnston Community Engagement and Enforcement Manager</p>	<p>Requested for pre-scrutiny by Cllrs Hauk &amp; Glasberg.</p>
<p>Micro-mobility Management</p> <p>The Executive Councillor is recommended to:</p> <p>a) Note the work undertaken thus far on this topic. b) Support further engagement work with stakeholders.</p>		<p>This report responds to the motion on two-wheeled electric vehicle use considered at the Council's Annual General Meeting held on 25 May, and updates on the multi-stakeholder work continuing to improve on difficulties experienced.</p>	<p>Executive Councillor for Community Wealth Building and Community Safety</p>	<p>James Elms, John Richards, Alistair Wilson Director, City Services Group, Public Realm Engineering &amp; Project Delivery Team Leader, Group Operations Manager (secondment)</p>	<p>This item will automatically appear on the agenda for scrutiny.</p>



<p>Local Government Ombudsman Decision – Highfields Tree Belt</p> <p>To record and note Local Government Ombudsman decision relating to land at Highfields Tree Belt, West Chesterton, Cambridge.</p>	<p>The purpose of the report is to briefly summarise to the Committee the recent investigation carried out by the Local Government Ombudsman at Highfields public open space and for the committee to note its outcomes and subsequent actions taken by the council with regards to the recommended advice.</p>	<p>Executive Councillor for Open Spaces and City Services</p>	<p>Anthony French Asset Development Manager, City Services Group</p>	<p>This item will automatically appear on the agenda for discussion / debate.</p>
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## Housing Scrutiny Committee – 19 September 2023 (Key Decisions)

### Part 1 - Management of the Council's Housing Stock

Currently no key items scheduled for 19/09/23

## Housing Scrutiny Committee – 19 September 2023 (Non Key Decisions)

### Part 1 - Management of the Council's Housing Stock

Non key items will only appear on the agenda if requested for pre-scrutiny by 05/09/23

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Compliance Report</p> <p>None - This report is for information and not for decision.</p>		<p>The report provides an update on the compliance related activities delivered within the Estates &amp; Facilities Team, including a summary on gas servicing, electrical testing and fire safety work.</p>	<p>Executive Councillor for Housing and Homelessness</p>	<p>Renier Barnard, Dave Prinsep Health &amp; Safety Officer, Assistant Director, Assets and Property</p>	<p>Requested for pre-scrutiny by Cllrs Lee and Martinelli.</p>
<p>Local Government &amp; Social Care Ombudsman Findings - Drop Kerb</p> <p>To note the Housing Ombudsman finding.</p>		<p>Finding of fault by the Housing Ombudsman, in respect of a housing related service.</p>	<p>Executive Councillor for Housing and Homelessness</p>	<p>Sean Cleary Group Manager (Operations)</p>	<p>This item will automatically appear on the agenda for discussion / debate.</p>

## Housing Scrutiny Committee – 19 September 2023 (Key Decisions)

### Part 2 - Strategic Housing

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Update on New Build Council Housing Delivery</p> <p>Regular update on the delivery of new council homes under the 500 programme, together with an update on the work being undertaken to deliver the 2022-32 10yr new build housing programme.</p>		<p>Cambridge HDA was set up using a Cambridgeshire &amp; Peterborough Combined Authority devolution grant with the target to build 500 new Council homes in Cambridge. Additional approval was granted at the Meeting of the Housing Scrutiny Committee on 24 September 2020 to proceed on planning toward a new housing delivery programme. This combined report serves to update the members on progress to date.</p>	<p>Executive Councillor for Housing and Homelessness</p>	<p>Ben Binns Assistant Director, Development</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>Rooftop Development With Associated Retrofit to High Efficiency Standards</p> <p>This report outlines feasibility work undertaken to date and outlines a proposal for a pilot study to be brought forward, with approval sought for an associated budget.</p>		<p>Approval was granted at the Meeting of the Housing Scrutiny Committee on 24 September 2020 to proceed on planning toward a new housing delivery programme. This report outlines a pilot study to be brought forward, which will target delivery of new council housing together with associated refurbishment to existing housing stock.</p>	<p>Executive Councillor for Housing and Homelessness</p>	<p>Jaques van der Vyver Programme Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>Update on Options Appraisal work At Ekin Road Estate</p> <p>Update on work being undertaken to consider regeneration opportunities at Ekin Road Housing Estate, Abbey Ward.</p>		<p>Report 21/48/HSC to the Committee identified the Ekin Road Estate as an area where redevelopment may serve favourable estate regeneration to tie in with the broader work considering East Barnwell undertaken with One Public Estate.</p>	<p>Executive Councillor for Housing and Homelessness</p>	<p>Jim Pollard Senior Development Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>Report on Proposed Section 106 Housing Acquisition</p> <p>Approval for acquisition of affordable housing into council stock.</p>		<p>Housing being delivered by a third party in line with Planning obligations.</p>	<p>Executive Councillor for Housing and Homelessness</p>	<p>Ben Binns Assistant Director, Development</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>Update Report on Development Scheme at Fanshawe Road</p> <p>Recommended variations to scheme as approved.</p>	<p>A report on a proposed redevelopment of the Fanshawe Road estate was approved at the meeting of this Committee in June 2022 . This report now updates members on progress made ahead of planning submission.</p>	<p>Executive Councillor for Housing and Homelessness</p>	<p>Ben Binns Assistant Director, Development</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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## Housing Scrutiny Committee – 19 September 2023 (Non Key Decisions)

### Part 2 - Strategic Housing

Non key items will only appear on the agenda if requested for pre-scrutiny by 05/09/23

Currently no non key items scheduled for 19/09/23

## Housing Scrutiny Committee – 21 November 2023 (Key Decisions)

### Part 1 - Management of the Council's Housing Stock

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Housing Revenue Account (HRA) Medium Term Financial Strategy</p> <p>Approval of latest financial assumptions for the HRA financial forecasts, of any in year budgetary changes for the HRA and of the approach to setting the budget for 2024/25.</p>		<p>Strategic review of the financial forecasts for the HRA, review of financial assumptions, recommendations for in year budgetary changes and for the budget setting strategy for the upcoming financial year.</p> <p>Approval of latest financial assumptions for the HRA financial forecasts, of any in year budgetary changes for the HRA and of the approach to setting the budget for 2024/25.</p>	<p>Executive Councillor for Housing and Homelessness</p>	<p>Julia Hovells Assistant Head of Finance and Business Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>

## **Housing Scrutiny Committee – 21 November 2023 (Non Key Decisions)**

### **Part 1 - Management of the Council's Housing Stock**

Non key items will only appear on the agenda if requested for pre-scrutiny by 21/11/23

Currently no non key items scheduled for 07/11/23

## Housing Scrutiny Committee – 21 November 2023 (Key Decisions)

### Part 2 - Strategic Housing

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Report on Redevelopment Scheme at East Barnwell</p> <p>This report outlines work undertaken toward development of a deliverable regeneration scheme at East Barnwell, and seeks approval by the Executive Councillor for the proposed development and associated budget.</p>		<p>Report 22/46/HSC Granted delegated authority to the Strategic Director in consultation with the Executive Councillor for Housing to enter into development/relevant agreements and finalise and approve terms with Cambridge Investment Partnership (CIP) and Cambridgeshire County Council, to deliver the proposed regeneration scheme at East Barnwell.</p>	<p>Executive Councillor for Housing and Homelessness</p>	<p>Ben Binns Assistant Director, Development</p>	<p>This is a key item and will automatically appear on the agenda.</p>



## **Housing Scrutiny Committee – 21 November 2023 (Non Key Decisions)**

### **Part 2 - Strategic Housing**

Non key items will only appear on the agenda if requested for pre-scrutiny by 07/11/23

Currently no non key items scheduled for 21/11/23

## Planning and Transport Scrutiny Committee – 28 September 2023 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Greater Cambridge Statement of Community Involvement</p> <p>To agree an updated draft Statement of Community Involvement for consultation.</p>		<p>The Statement of Community Involvement (SCI) set outs how Cambridge City Council and South Cambridgeshire District Councils will consult on planning policy documents, planning applications and advise and support the preparation of neighbourhood plans. The methods of consultation and publicity set out in the SCI will set the minimum standards that the councils' will apply when fulfilling their statutory duties. SCIs must be reviewed every five years. This decision is to agree a draft SCI prior to formal consultation.</p>	<p>Executive Councillor for Planning, Building Control, and Infrastructure</p>	<p>Jonathan Dixon Planning Policy Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>Delegation Process for Decisions on Neighbourhood Plans in Cambridge</p> <p>To agree a scheme of delegation for decisions on Neighbourhood Plans in Cambridge.</p>	<p>The first Neighbourhood Plan in Cambridge is going through its plan making process. There is no agreed scheme of delegation for decisions at specific stages in the neighbourhood plan making process. Some decisions must be made within specified timescales. This decision is to agree a scheme of delegation for decisions on Neighbourhood Plans in Cambridge.</p>	<p>Executive Councillor for Planning, Building Control, and Infrastructure</p>	<p>Jonathan Dixon Planning Policy Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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## Planning and Transport Scrutiny Committee – 28 September 2023 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 14/09/23

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Response to Consultation on Implementation of Plan-Making Reforms</p> <p>To agree the Council's response to government's consultation on the implementation of plan-making reforms.</p>		<p>The consultation seeks views on government's proposals to implement the parts of the Levelling Up and Regeneration Bill which relate to plan-making, to make plans simpler, faster to prepare and more accessible. This decision is to agree the Council's response to government's consultation on the implementation of these plan-making reforms.</p>	<p>Executive Councillor for Planning, Building Control, and Infrastructure</p>	<p>Jonathan Dixon Planning Policy Manager</p>	<p>Requested for pre-scrutiny by Cllrs Porrer &amp; Davies.</p>

## Planning and Transport Scrutiny Committee – 9 November 2023 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Cambridge Waste Water Treatment Plant Relocation Development Consent Order (DCO) Local Impact Report</p> <p>To endorse the draft Local Impact Report for submission to the Planning Inspectorate and delegate authority to the Joint Director of Planning in consultation with the Chair, Vice Chair and Opposition Spokes of the Committee to make any minor changes to the Local Impact Report as appropriate.</p>		<p>As part of the DCO process, the Council is required to submit a Local Impact Report to the Planning Inspectorate, giving details of the likely impact of the proposed development on Cambridge City. This follows an assessment of the DCO documentation by officers.</p>	<p>Executive Councillor for Planning, Building Control, and Infrastructure</p>	<p>Philippa Kelly Strategic Sites Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>

## Planning and Transport Scrutiny Committee – 9 November 2023 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 26/10/23

Currently no non key items scheduled for 09/11/23

## Strategy and Resources Scrutiny Committee - 2 October 2023 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Building Cleaning Contract</p> <p>To advise that lots 1 and 2 of the existing building cleaning contract(s) are to expire with the current contractor on March 31st 2024, and to seek approval to re-procure the services.</p>		<p>To note and approve the re-procurement of two lots within the Building Cleaning contracts, subject to best value considerations.</p> <p>To delegate to the Director of City Services the authority to take delegated decisions to determine the specification, tender evaluation, and award one or more contracts for building cleaning, in consultation with the Committee Chair and Opposition Spokes.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Alistair Wilson Group Operations Manager (secondment)</p>	<p>This is a key item and will automatically appear on the agenda.</p>

## Strategy and Resources Scrutiny Committee - 2 October 2023 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 18/09/23

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Combined Authority Update</p> <p>To enable the Committee to scrutinise the Council's representative on the Combined Authority.</p>		<p>The report will update the Committee on the Combined Authority's activities since its last meeting.</p>	<p>Leader of the Council</p>	<p>Andrew Limb Assistant Chief Executive</p>	<p>This item will automatically appear on the agenda for scrutiny.</p>

## Strategy and Resources Scrutiny Committee - 20 November 2023 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Treasury Management Half Yearly Update Report 2023/24</p> <p>Recommend the report to Council, which includes the Council's estimated Prudential and Treasury Indicators 2023/24 to 2026/27. Also, to revise any counterparty limits as applicable.</p>		<p>The Council is required to comply with the CIPFA Prudential Code and the CIPFA Treasury Management Code of Practice. The Council is required to set and monitor prudential and treasury indicators, including an Authorised Limit for borrowing, for a three year period and should ensure that its capital plans are affordable, prudent and sustainable.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Caroline Ryba Chief Financial Officer</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>General Fund Medium Term Financial Strategy 2023/24 to 2032/33 and indicative strategic budget proposals for consultation</p> <p>To agree the budget strategy and timetable for 2024/25, the net savings requirements by year for the next 5 years, revised General Fund revenue, funding and reserves projections and the budget consultation</p>		<p>This annual report identifies the likely budgetary pressures and consequent savings requirement for the next 5 years. This informs the 2024/25 Budget Setting Report to be considered by Council in February 2023 which will recommend the level of Council Tax together with individual budget items that will make up the savings requirement.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Caroline Ryba Chief Financial Officer</p>	<p>This is a key item and will automatically appear on the agenda.</p>



**Strategy and Resources Scrutiny Committee - 20 November 2023 (Non Key Decisions)**

Non key items will only appear on the agenda if requested for pre-scrutiny by 06/11/23

Currently no non key items scheduled for 20/11/23

## **Regulatory Committees**

This section includes items scheduled for consideration by the following Regulatory Committees:

- Civic Affairs
- Licensing Committee

Committees that consider planning applications are not included on the Forward Plan.

All items listed on the plan will automatically be included on the relevant committee agenda for decision and debate.

Committee reports will be available one week before the meeting from Democratic Services.

## Civic Affairs - 20 September 2023

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Review of Governance Arrangements</p> <p>The Committee will note and agree a work programme for a Member Governance Reference Group.</p>		<p>The Council is committed to reviewing its Governance arrangements following a report commissioned from the Centre for Governance and Scrutiny and recommendations of the Council's Independent Remuneration Panel covering ways of working and improvements for councillor effectiveness.</p>	Civic Affairs	Gary Clift Democratic Services Manager	This item will automatically appear on the agenda.
<p>Freedom of Information, Data Protection and Transparency: Annual Report</p> <p>No decision – Committee is asked to note the report.</p>		<p>The report will give information to councillors on our performance on Freedom of Information Regulations and Data Protection Act over the preceding year.</p>	Civic Affairs	Adam Brown Information Governance Manager and Data Protection Officer	This item will automatically appear on the agenda.
<p>Calendar of Meetings 2024/25</p> <p>To approve calendar of meetings in 2024/25.</p>		<p>Committee agrees the annual calendar of Council, Scrutiny and Regulatory Committee meeting.</p>	Civic Affairs	Gary Clift Democratic Services Manager	This item will automatically appear on the agenda.

## Civic Affairs - 18 October 2023

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>To consider recommendations of the Governance Reference Group 9 October 2023</p> <p>To consider recommendations of the Governance Reference Group 9 October 2023.</p>			Civic Affairs	Gary Clift Democratic Services Manager	

## Licensing - 11 September 2023

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
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<p>Vehicle Age Requirements for Hackney Carriage and Private Hire Vehicles</p> <p>Members of Licensing Committee are requested to consider the proposed changes and approve.</p>	<p>The council has recently received a petition from a trade representative. Petition requests the council to consider the age limits for licenced vehicles.</p> <p>Proposals were:</p> <ul style="list-style-type: none"> <li>• Increase the maximum age limit for vehicles to be licensed from less than nine years old to less than 11.</li> <li>• Remove the requirement that any new vehicle licence will not be granted in respect of a vehicle unless it is less than four years old.</li> </ul> <p>Officers have looked into the effects of the proposal on Air Quality Action Plan, and do not see a significant negative impact by change. Based on current policy, these changes will only affect currently licensed diesel and petrol vehicles (most of which are wheelchair accessible) and standard hybrid vehicles. Changes will offer owners a greater choice of vehicles they can licence and may also improve the number of wheelchair accessible vehicles.</p>	<p>Licensing Committee</p>	<p>Wangari Njiiri Environmental Health and Licensing Support Team Leader</p>	<p>This item will automatically appear on the agenda.</p>
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## Area Committees

This section includes all items (except planning applications) scheduled for consideration by Area Committees.

The Area Committees cover the following wards.

East Area	Abbey, Coleridge, Petersfield and Romsey
North Area	Arbury, East Chesterton, Kings Hedges and West Chesterton
South Area	Cherry Hinton, Queen Edith's and Trumpington
West/Central Area	Castle, Market and Newnham

All items listed on the plan will automatically be included on the relevant committee agenda for decision and debate.

Committee reports will be available one week before the meeting from Democratic Services.

## East Area - 21 September 2023

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Environmental Report - EAC</p> <p>Actions taken by the environmental departments, reporting on private/public realm data.</p>		<p>The report will show actions taken by the environmental departments, reporting on private and public realm data, in the previous six months.</p>	<p>East Area Committee</p>	<p>Wendy Johnston Community Engagement and Enforcement Manager</p>	<p>This item will automatically appear on the agenda.</p>



## East Area - 7 December 2023

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Policing and Safer Neighbourhoods</p> <p>To advise on the local areas of concern for adoption for the next neighbourhood policing report period.</p>		<p>A profile of local crime and antisocial behaviour issues is presented for discussion and comment. The committee is asked to recommend local areas of concern to be adopted for the next reporting period. The final decision on which local areas of concern will be adopted will be made by the relevant agencies, following the area committee meeting.</p>	<p>East Area Committee</p>	<p>Keryn Jalli Community Safety Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>EAC Environmental Improvement Programme Project Submission Summary Report (2023) for Discussion</p> <p>Not Applicable – discussion on priority of projects for East Area</p>		<p>Not applicable – however discussion by committee and recommendation to be included in Officer report to Exec Councillor for Open Spaces and City Services for ROD at appropriate Scrutiny Committee. Similar process to Community Grant Scheme.</p>	<p>East Area Committee</p>	<p>John Richards Public Realm Engineering &amp; Project Delivery Team Leader</p>	<p>This item will automatically appear on the agenda.</p>

## North Area - 7 September 2023

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Environmental Report - NAC</p> <p>Actions taken by the environmental departments, reporting on private/public realm data.</p>		<p>The report will show actions taken by the environmental departments, reporting on private and public realm data, in the previous six months.</p>	<p>North Area Committee</p>	<p>Wendy Johnston Community Engagement and Enforcement Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>Community Group Presentation</p> <p>None. Verbal presentation.</p>		<p>Overview of the work Cambridge Sustainable Food do in the community.</p>	<p>North Area Committee</p>	<p>Sarah Steed Committee Manager</p>	<p>This item will automatically appear on the agenda.</p>

## North Area - 13 November 2023

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Policing and Safer Neighbourhoods NAC</p> <p>To advise on the local areas of concern for adoption for the next neighbourhood policing report period.</p>		<p>A profile of local crime and antisocial behaviour issues is presented for discussion and comment. The committee is asked to recommend local areas of concern to be adopted for the next reporting period. The final decision on which local areas of concern will be adopted will be made by the relevant agencies, following the area committee meeting.</p>	<p>North Area Committee</p>	<p>Keryn Jalli Community Safety Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>NAC Environmental Improvement Programme Project Submission Summary Report (2023) for Discussion</p> <p>Not Applicable – discussion on priority of projects for North Area</p>		<p>Not applicable – however discussion by committee and recommendation to be included in Officer report to Exec Councillor for Open Spaces and City Services for ROD at appropriate Scrutiny Committee. Similar process to Community Grant Scheme.</p>	<p>North Area Committee</p>	<p>John Richards Public Realm Engineering &amp; Project Delivery Team Leader</p>	<p>This item will automatically appear on the agenda.</p>

Greater Cambridge Partnership (GCP) Waterbeach Greenway consultation None		Representatives from GCP plan to attend the meeting to speak about the Waterbeach Greenway consultation.	North Area Committee	Sarah Steed Committee Manager	This item will automatically appear on the agenda.
Greater Cambridge Partnership (GCP) Update on the Milton Road Project None		Greater Cambridge Partnership (GCP) Update on the Milton Road Project	North Area Committee	Sarah Steed Committee Manager	This item will automatically appear on the agenda.
Stagecoach - Bus A route None		None	North Area Committee	Sarah Steed Committee Manager	This item will automatically appear on the agenda.

## South Area - 4 September 2023

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Policing and Safer Neighbourhoods SAC</p> <p>To advise on the local areas of concern for adoption for the next neighbourhood policing report period.</p>		<p>A profile of local crime and antisocial behaviour issues is presented for discussion and comment. The committee is asked to recommend local areas of concern to be adopted for the next reporting period. The final decision on which local areas of concern will be adopted will be made by the relevant agencies, following the area committee meeting.</p>	<p>South Area Committee</p>	<p>Keryn Jalli Community Safety Manager</p>	<p>This item will automatically appear on the agenda.</p>

## South Area - 27 November 2023

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Environmental Report - SAC</p> <p>Actions taken by the environmental departments, reporting on private/public realm data.</p>		<p>The report will show actions taken by the environmental departments, reporting on private and public realm data, in the previous six months.</p>	<p>South Area Committee</p>	<p>Wendy Johnston Community Engagement and Enforcement Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>SAC Environmental Improvement Programme Project Submission Summary Report (2023) for Discussion</p> <p>Not Applicable – discussion on priority of projects for South Area</p>		<p>Not applicable – however discussion by committee and recommendation to be included in Officer report to Exec Councillor for Open Spaces and City Services for ROD at appropriate Scrutiny Committee. Similar process to Community Grant Scheme.</p>	<p>South Area Committee</p>	<p>John Richards Public Realm Engineering &amp; Project Delivery Team Leader</p>	<p>This item will automatically appear on the agenda.</p>

## West/Central - 14 September 2023

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Environmental Report - WCAC</p> <p>Actions taken by the environmental departments, reporting on private/public realm data.</p>		<p>The report will show actions taken by the environmental departments, reporting on private and public realm data, in the previous six months.</p>	<p>West Central Area Committee</p>	<p>Wendy Johnston Community Engagement and Enforcement Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>Update on Darwin Green Development Phase BDW2</p> <p>None - the report is for information.</p>		<p>In June 2023 the City Council was made aware of failures to the foundations of residential properties under construction at the BDW2 development site in Darwin Green, by Barratt David Wilson Homes Cambridgeshire (BDW).</p>	<p>West Central Area Committee</p>	<p>Philippa Kelly Strategic Sites Manager</p>	<p>This item will automatically appear on the agenda.</p>

## West/Central - 16 November 2023

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Policing and Safer Neighbourhoods WCAC</p> <p>To advise on the local areas of concern for adoption for the next neighbourhood policing report period.</p>		<p>A profile of local crime and antisocial behaviour issues is presented for discussion and comment. The committee is asked to recommend local areas of concern to be adopted for the next reporting period. The final decision on which local areas of concern will be adopted will be made by the relevant agencies, following the area committee meeting.</p>	<p>West Central Area Committee</p>	<p>Keryn Jalli Community Safety Manager</p>	<p>This item will automatically appear on the agenda.</p>
<p>WCAC Environmental Improvement Programme Project Submission Summary Report (2023) for Discussion</p> <p>Not Applicable – discussion on priority of projects for West Central Area</p>		<p>Not applicable – however discussion by committee and recommendation to be included in Officer report to Exec Councillor for Open Spaces and City Services for ROD at appropriate Scrutiny Committee. Similar process to Community Grant Scheme.</p>	<p>West Central Area Committee</p>	<p>John Richards Public Realm Engineering &amp; Project Delivery Team Leader</p>	<p>This item will automatically appear on the agenda.</p>