



THE FORWARD PLAN

1 January 2024 - 28 February 2024

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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 January 2024 - 28 February 2024

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	05/02/24	26/01/24
Environment and Community	10	18/01/24	08/01/24
Housing Scrutiny Committee	15	23/01/24	11/01/24
Planning and Transport	20	16/01/24	04/01/24
Strategy and Resources	22	15/01/24	03/01/24
	25	29/01/24	17/01/24
Civic Affairs	29	07/02/24	30/01/24
Licensing	31	29/01/24	19/01/24

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

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

Contact Information for all Councillors is available at <http://democracy.cambridge.gov.uk/mgMemberIndex.aspx?bcr=1> and a search facility (including by postcode) is available at <http://democracy.cambridge.gov.uk/mgFindCouncillor.aspx>

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 – 5 February 2024 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>General Fund Budget Setting Report 2024/25 to 2028/29</p> <p>a) To propose revenue and capital budgets for all General Fund portfolios for the financial years 2024/25 (estimate), 2025/26, 2026/27, 2027/28 and 2028/29 (forecast).</p> <p>b) To recommend the level of Council Tax for 2024/25.</p>		<p>The report recommends to the Council bids to be funded from internal or external funds, non cash limit items, revenue savings and proposals and changes to the capital plan. This report will also recommend the proposed level of Council Tax for 2024/25.</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 – 5 February 2024 (Non Key Decisions)

Currently no non key items scheduled for 05/02/24

Environment and Community Scrutiny Committee – 18/01/24 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Community Grants 2024-25</p> <p>The approval of the Community Grants to voluntary and community organisations subject to the budget approval in February 2024.</p>		<p>Following an application round, assessments have been undertaken and this report recommends awards to voluntary and community sector organisations for 2024-25 funding subject to any outstanding information being provided and signed grant agreements being in place.</p>	<p>Executive Councillor for Communities</p>	<p>Julie Cornwell Community Funding and Voluntary Sector Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>2023/24 S106 Small Grants for Community and Sports Facility Improvements - Part 2</p> <p>To allocate S106 small grants for improvements to equipment, storage and facilities 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 & eligible projects, the Council is running a S106 small grants round for community and sports facilities in 2023/24.</p> <p>To make awards to further applications (received by the end of October 2023) for small grant projects that could be completed by October 2024 will be reported to the scrutiny committee in January 2024. For more details, see S106 funding rounds.</p>	<p>Executive Councillor for Communities</p>	<p>Ian Ross Community, Sport & Recreation Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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<p>Creativity and Cultural for All: Cambridge City Council's Cultural Strategy (2024-2029)</p> <p>To agree the strategic principles for Creativity and Cultural for All: Cambridge City Council's Cultural Strategy (2024-2029).</p>	<p>The Cultural Strategy strategic principles have been developed as a pre-cursor to a final Strategy, to set out our understanding and commitment to cultural activity and development across the Council.</p> <p>It is not intended to dictate the agendas and priorities of other organisations. Rather, it is a positioning statement from Cambridge City Council about our commitment to support cultural activity, convene strong collaborative partnerships, develop innovative new business models for the arts and culture, and advocate for the importance of culture at a local, regional, national and international level.</p>	<p>Executive Councillor for Communities</p>	<p>Frances Alderton Culture & Community Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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Environment and Community Scrutiny Committee – 18/01/24 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 04/01/24

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Revisions to Governance Arrangements and an Extension to the Contract For Services for Storeys Field Centre</p> <ul style="list-style-type: none"> •To agree to extend the councils contract for management services with Storey’s Field Community Trust (SFCT), until 31 March 2025, if required •To agree to simplify existing governance arrangements •To delegate responsibility to the Director of Communities to approve revised governance arrangements 		<p>The Council and Cambridge University (CU) are in agreement that the current Trust model providing the governance structure for Storey's Field Centre is unwieldy, and there is potential for efficiencies in decision making and operations with a revised governance arrangement. The Council entered a contract for services with SFCT in June 2016 and employs the staff who operate the centre. Extension of the Council's contract for services until the end of March 2025 will enable smooth transition from SFCT to a new governance arrangement.</p>	<p>Executive Councillor for Communities</p>	<p>Allison Conder Strategic Project Manager</p>	<p>Not currently requested for pre-scrutiny.</p>
<p>Review of Use of the Regulation of Investigatory Powers Act</p> <p>To review the Council’s use of powers under the Regulation of Investigatory Powers Act.</p>		<p>A Home Office Code of Practice recommends an annual review of the Council’s use of the Regulation of Investigatory Powers Act 2000 (RIPA) and its surveillance policy.</p>	<p>Executive Councillor for Community Wealth Building and Community Safety</p>	<p>Tom Lewis Assistant Director and Head of Legal Practice</p>	<p>This item will automatically appear on the agenda for discussion / debate.</p>

<p>Ombudsman Determination</p> <p>Members recommended to note the report and action taken</p>		<p>Housing Ombudsman Determination on anti-social behaviour case</p>	<p>Executive Councillor for Community Wealth Building and Community Safety</p>	<p>Keryn Jalli Community Safety Manager</p>	<p>This item will automatically appear on the agenda for discussion / debate.</p>
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Housing Scrutiny Committee – 23/01/24 (Key Decisions)

Part 1 - Management of the Council's Housing Stock

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Upperhall Court – Roof Replacement Works and Window Replacement</p> <p>Approval to let a contract for the provision of roofing works, the replacement of windows and associated works.</p>		<p>Upperhall Court was built in 2015 and following investigations, a number of defects have been discovered which require repairs and maintenance to be carried out.</p>	<p>Executive Councillor for Housing and Homelessness</p>	<p>Will Barfield Asset Manager</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>HRA Budget-Setting Report (BSR) 2024/25</p> <p>a) Approve the proposed charges for HRA housing rents and service charges. b) Consider and approve the revenue budget proposals. c) Consider the capital budget proposals for recommendation to Council.</p>		<p>The report details the budget proposals relating to the Housing Revenue Account that are included in the HRA Budget Setting Report (BSR) 2024/25, with any capital proposals to be considered at Council on 23 February 2023. The report also includes a recommendation concerning housing rents and service charges.</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 – 23/01/24 (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 09/01/24

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
Compliance Report None - This report is for information and not for decision.		The report provides an update on the compliance related activities delivered within the Estates & Facilities Team, including a summary on gas servicing, electrical testing and fire safety work.	Executive Councillor for Housing and Homelessness	Renier Barnard Health & Safety Officer	Requested for pre-scrutiny by Cllrs Porrer and Tong.

Housing Scrutiny Committee – 23/01/24 (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 and 10 year new homes programmes.</p>		<p>Cambridge HDA was set up using a Cambridgeshire & 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 with a new 10 yr 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>Report on Proposed S106 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>Homelessness Prevention Grants to Agencies 2024-25</p> <p>To approve the award of homelessness prevention grants (HPGs) to agencies.</p>	<p>Each year the Council invites agencies to submit bids for funding for homelessness-related services. Bids are considered by a panel of officers, and applicants have to demonstrate how their proposed service will prevent or relieve homelessness. The panel considers the strategic and operational value of the proposed service and the ability of the submitting agency to self-fund in whole or in part when awarding funds.</p>	<p>Executive Councillor for Housing and Homelessness</p>	<p>Simon Hunt Housing Services Manager - Housing Advice</p>	<p>This is a key item and will automatically appear on the agenda.</p>
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Housing Scrutiny Committee – 23/01/24 (Non Key Decisions)

Part 2 - Strategic Housing

Non key items will only appear on the agenda if requested for pre-scrutiny by 09/01/24

Currently no non key items scheduled for 23/01/24

Planning and Transport Scrutiny Committee – 16/01/24 (Key Decisions)

Currently no key items scheduled for 16/01/24

Planning and Transport Scrutiny Committee – 16/01/23 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 03/01/23

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Proposed Designation of a Conservation Area at Howes Place</p> <p>Whether to designate a conservation area around properties in Howes Place and the former NIAB Headquarters following a period of public consultation.</p>		<p>Howes Place Conservation Area was muted in 2010 but was never carried through to a decision. Local residents and members have asked the Conservation Team to review the position. A public consultation was held between the 19th October and 16th November 2023. The results of that consultation will be reported to Planning and Transport Scrutiny Committee.</p>	<p>Executive Councillor for Planning, Building Control, and Infrastructure</p>	<p>Susan Smith Senior Conservation and Design Officer</p>	<p>Requested for pre-scrutiny by Cllrs Porrer and Tong.</p>
<p>Greater Cambridge Authority Monitoring Report 2022-23</p> <p>To agree to publish the Greater Cambridge Authority Monitoring Report 2022-23.</p>		<p>All Local Authorities are obliged to publish an Authority Monitoring Report (AMR) each year. They describe progress against the Local Development Scheme and monitor the impact of planning policies included in development plan documents. Cambridge City Council and South Cambridgeshire District Council produce a joint AMR to monitor their development plans and policies collectively.</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 and Tong.</p>

Strategy and Resources Scrutiny Committee - 15 January 2024 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Detailed General Fund Budget Proposals 2024/25 and an Update to the Budget Setting Context</p> <p>The Committee is asked to scrutinise the detailed General Fund budget proposals for 2024/25 and consider the current budget setting context. Their findings will be reported to The Executive when they meet to consider the General Fund Budget Setting Report on 5 February 2024.</p>		<p>The General Fund Medium Term Financial Strategy approved in November 2023 identified the saving requirements for 2025/25 and beyond. The detailed budget proposals presented will address the budget gap, in light of recent developments, including the provisional local government finance settlement.</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>Capital Strategy</p> <p>The Executive Councillor will recommend the strategy to Council. (Item to be considered by Council on 15 February 2024).</p>		<p>The CIPFA Prudential Code for Local Authorities requires all local authorities to produce a capital strategy. The strategy sets out the long-term context in which both capital expenditure and investment decisions are made. The capital strategy is required to be presented for consideration alongside the Council's budget.</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>Treasury Management Strategy Statement 2024/25 to 2026/276</p> <p>Recommend this report to Council, including the estimated Prudential & Treasury Indicators for 2024/25 to 2026/27.</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 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. The Council also follows DLUHC Investment Guidance.</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>
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Strategy and Resources Scrutiny Committee - 15 January 2024 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 29/12/23

Currently no non key items scheduled for 15/01/23

Strategy and Resources Scrutiny Committee - 29 January 2024 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Corporate, Policy & Partnerships Group Design Programme</p> <p>To agree the purpose for the Corporate Group and the Policy & Partnerships Unit.</p>		<p>The Corporate Group was formed following the Senior Management Review, bringing together previously disparate activities. The Policy & Partnerships Unit forms part of the new Chief Executive's Office. As part of the Our Cambridge programme, discovery, research and design activities have been taking place and a decision now needs to be taken to agree the direction of travel and move into implementation.</p>	<p>Leader of the Council</p>	<p>Jane Wilson Chief Operating Officer</p>	<p>This is a key item and will automatically appear on the agenda.</p>
<p>Hartree - Proposed Early Stage Development and Possible Acceleration (Subject to Permissions)</p> <p>To agree principles and heads of terms for proposed early phase development</p>		<p>Hartree is the c49ha site proposed for the centre of a new quarter for Cambridge.</p>	<p>Leader of the Council</p>	<p>Fiona Bryant Programme Director – Major Regeneration</p>	<p>This is a key item and will automatically appear on the agenda.</p>

<p>Civic Quarter Project</p> <p>Approve a budget of £1,450,000.00 for the procurement of a professional team to develop design to RIBA stage 2</p> <p>Approve the delegated authority to s151 Officer and the Director of Place in consultation with the Executive Councillor for Strategy & Resources to appoint a design team through a compliant procurement exercise.</p> <p>Request that a further report and recommendations be brought back to Committee in October 2024.</p>		<p>The Future Office Accommodation Strategy presented at Strategy and Resources Committee in October 2022 recommended that a more detailed investigation be undertaken to assess how a refurbished Guildhall partially funded through the sale of Mandela House</p> <p>This Civic Quarter project now offers an opportunity for the Council to undertake feasibility options design to RIBA 2.</p>	<p>Executive Councillor for Finance and Resources</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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Strategy and Resources Scrutiny Committee - 29 January 2024 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 15/01/24

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>

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 - 07/02/24

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Update to Flag Protocol</p> <p>To update the Council's flag protocol to recognise additional flags that councillors have indicated they would like to be flown.</p>		<p>The Council adopted a Flag Protocol in 2019 to be clear on which flags would be flown over the Guildhall at certain points in the year. The protocol contains flags both derived from national guidance and from local decision. By maintaining the flag protocol the Council is transparent about the flags it will fly. Since the last update, councillors have suggested a small number of additional flags be flown to demonstrate the Council's support for particular communities or causes. This report recommends updating the Flag Protocol accordingly.</p>	Civic Affairs	Andrew Limb Assistant Chief Executive	This item will automatically appear on the agenda.
<p>Officer Employment Rules - Delegation to the Head of Paid Service</p> <p>To delegate to the Head of the Paid Service the ability to appoint non-Leadership Team Directors and amend Officer Employment Rules in the Constitution.</p>		<p>A recent one year fixed term appointment has been agreed by the Employment Senior Officer Committee. The Committee agreed that such appointments should be delegated to the Head of the Paid Service and Officer Employment Rules should be amended to reflect this.</p>	Civic Affairs	Lynsey Fulcher Head of People	This item will automatically appear on the agenda.

<p>Draft Pay Policy Statement 2024/25</p> <p>To consider a draft Pay Policy Statement for 2024/25.</p>		<p>To consider a draft Pay Policy Statement for 2023/24 and the Council's senior pay arrangements for consideration at Full Council on 29/03/24.</p>	<p>Civic Affairs</p>	<p>Lynsey Fulcher Head of People</p>	<p>This item will automatically appear on the agenda.</p>
<p>2023/24 Statement of Accounts - Accounting Policies and Significant Areas of Judgement</p> <p>To note areas of significant judgement and approve any required changes in accounting policy.</p>		<p>Those charged with governance for the Council need to review and approve any significant areas of judgement and changes to accounting policy in advance of commencement of accounts closedown.</p>	<p>Civic Affairs</p>	<p>Caroline Ryba Chief Financial Officer</p>	<p>This item will automatically appear on the agenda.</p>
<p>Internal Audit Update</p> <p>It is recommended that the Committee note the contents of the report, which provides updates on Governance Risk and Control.</p>		<p>The purpose of this report is to inform the committee of the work of Internal Audit, developments within the team, and the forward plan of work.</p> <p>The Accounts and Audit Regulations 2015 require that the Council "must undertake an effective internal audit to evaluate the effectiveness of its risk management, control and governance processes; taking into account public sector internal auditing standards or guidance."</p>	<p>Civic Affairs</p>	<p>Jonathan Tully Head of Shared Internal Audit Service</p>	<p>This item will automatically appear on the agenda.</p>

Licensing - 29/01/24

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Annual Review of Licensing Fees and Charges 2024-25</p> <p>Members are recommended to approve the proposed changes to fees and charges.</p>		<p>Cambridge City Council, as the Licensing Authority, is responsible for processing and issuing licences for a wide range of activities. The Council needs to demonstrate that the fees it charges for such licences have been set in accordance with the law and best practice, so as to recover its allowable costs in administering the various licensing regimes for which it is responsible. Fees should be set so as to avoid either a surplus or a subsidy where possible and adjusted, if necessary, in succeeding years to achieve and maintain the correct balance. Under the Local Government (Miscellaneous Provisions) Act 1976, the Council is required to consult on any changes to the fees and charges in respect of Hackney Carriage and Private Hire licensing. New fees to be effective from 1st April 2024.</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>

<p>Environmental Consideration for Taxi and Private Hire Licensing Policy</p> <p>Members of are recommended to approve the extension of licensing standard hybrid vehicles.</p>		<p>With the impact of the pandemic and the move from Europe, there is a lack of available ultra low and electric vehicles, making it difficult for the taxi trade to be able to comply with the environmental consideration of the taxi policy. In June 2022 members agreed for that for 2 years, standard hybrid vehicles with CO2 emissions less than 120g per km could be licenced. This to be reviewed in 2024.</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>
<p>Cumulative Impact Assessment</p> <p>To approve the review of the Cumulative Impact Assessment.</p>		<p>We adopted the Cumulative Impact Assessment in 2021 and it must be reviewed every 3 years.</p>	<p>Licensing Committee</p>	<p>Luke Catchpole Senior Technical Officer</p>	<p>This item will automatically appear on the agenda.</p>