



THE FORWARD PLAN

1 March 2025 - 31 May 2025

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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 March 2025 - 31 May 2025

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
Environment and Community	10	20/03/25	10/03/25
Housing Scrutiny Committee	16	11/03/25	27/02/25
Planning and Transport	22	25/03/25	13/03/25
Strategy and Resources	25	31/03/25	19/03/25
Civic Affairs	29	04/03/25	24/02/25
Licensing	30	03/03/25	21/02/25

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

Environment and Community Scrutiny Committee – 20/03/25 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Weekly Food Waste Collections</p> <p>To approve the proposed approach and associated budget for weekly food waste collections from 1st April 2026.</p>		<p>The Environment Act 2021 requires all councils to introduce weekly food waste collections by 1st April 2026.</p>	<p>Executive Councillor for Climate Action and Environment</p>	<p>Bode Esan Head of Greater Cambridge Shared Waste Service</p>	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>

<p>Equalities Objectives for 2025/26</p> <ul style="list-style-type: none"> a. Note progress made relating to the previous equalities objectives in the Single Equality Scheme, which covers the period between 1 April 2021 to 31 March 2025. b. Approve equalities objectives for 2025/26 and key priorities relating to them. c. Approve the updated Comprehensive Equalities and Diversity Policy. d. Note the content of discussions relating to the Disabled People's Manifesto that were held at the Equalities Panel meeting in July 2024 and associated activity to support disabled people based on themes raised. 		<p>This report is being presented to seek approval of new equalities objectives applicable from 1 April 2025 to 31 March 2026 in order to meet our statutory requirement to produce one or more equality objectives at least every 4 years. The report also meets the council's legal obligations to publish information on general Public Sector Duty compliance with regard to people affected by the council's policies and practices every year. It does so by reporting back on progress relating to activity of services across the four years of the Single Equality Scheme. The Comprehensive Equalities and Diversity Policy has been updated in line with transformation that has taken place at the council, which needs approval. Finally, the report also feeds back on the conversation on the Disabled People's Manifesto held at the Equalities Panel in July 2024, as was committed to at Full Council on 23 May 2024.</p>	<p>Executive Councillor for Communities</p>	<p>Helen Crowther Equality & Anti-Poverty Officer</p>	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>
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<p>Leisure Management Contract 2026</p> <p>Options for the Management of the Councils' Leisure Portfolio</p>		<p>Future options for the management of the Councils' Leisure Portfolio and assets from April 2026 onwards.</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 for discussion / debate.</p>
<p>Review of the Environmental Improvement Programme</p> <p>This report is submitted for consideration and further action, with the aim of providing the Executive Councillor for City Services and Open Spaces with a clear pathway towards a more effective and impactful EIP.</p>		<p>The EIP is designed to fund small-scale environmental improvements that deliver lasting and noticeable changes in local areas. The programme is positioned as a key tool for enhancing open spaces and supporting community well-being. However, recent research has highlighted the potential for restructuring and operational enhancements that could further its impact. Comparisons with approaches from councils such as Dover, Hinckley and Bosworth, Bristol, and Nottinghamshire reveal alternative models that better integrate thematic focus, stakeholder engagement, and strategic funding allocations</p>	<p>Executive Councillor for Open Spaces and City Services</p>	<p>Alistair Wilson Strategic Delivery Manager</p>	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>

<p>Herbicide-Free Weed Management: Work Programme and Communications Plan</p> <p>Purpose and reason for the report This report provides an update on the implementation of a herbicide-free weed management programme for Cambridge. It outlines the planned work programme and the accompanying communications strategy to ensure effective delivery and public engagement.</p> <p>The report seeks approval for:</p> <ul style="list-style-type: none"> • The work programme, detailing the schedule and approach for weed management across all wards. • The communications plan, ensuring clear public engagement and awareness regarding changes to weed control methods. 		<p>In line with the Council's commitment to environmental sustainability and biodiversity protection, the use of herbicides on highways, footways, and public spaces has been phased out. The Weed Control Management Plan sets out a structured approach to maintaining public spaces without chemical herbicides, prioritising mechanical and manual removal methods.</p> <p>The transition has identified that the approach presents operational and public engagement challenges, making a structured work programme and an effective communications plan essential.</p>	<p>Executive Councillor for Open Spaces and City Services</p>	<p>Alistair Wilson Strategic Delivery Manager</p>	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>
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Environment and Community Scrutiny Committee – 20/03/25 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 06/03/25

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
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<p>Market Traders Terms and Conditions</p> <p>To consider, following a consultation with market traders, changes to their terms and conditions that will ensure the Council remains able to operate a clean, safe, sustainable and attractive market in accordance with industry best practice.</p>	<p>In March 2024, the Council's Environment and Community Scrutiny Committee considered recommendations aimed at improving the operational efficiency of the markets in Cambridge. The Executive Councillor for Climate Change and Environment approved the recommendations following scrutiny by the Committee.</p> <p>Current market regulations have not been reviewed since 2018. Following an evaluation there are various areas requiring change including:</p> <ul style="list-style-type: none"> - improvements in operational management - additional health and safety requirements - improvements in waste management to reduce the carbon footprint of the market <p>The Council would like to introduce measures to ensure the market is:</p> <ul style="list-style-type: none"> - more sustainable - as clean and safe as possible - visually appealing for all traders and the public <p>This will enable the Council to continue operating markets to the best of industry standards.</p> <p>A consultation with traders on proposed changes to their terms and conditions ran from 10 Jan to 7 Feb 2025.</p>	<p>Executive Councillor for Climate Action and Environment</p>	<p>John Richards Technical & Specialist Services Manager</p>	<p>Not currently requested for pre-scrutiny.</p>
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Housing Scrutiny Committee – 11/03/25 (Key Decisions)

Part 1 - Management of the Council's Housing Stock

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Structural repairs and associated works at Bermuda Terrace flats – 2025</p> <p>Approve the award of a contract(s) to a contractor(s) to carry out structural repairs to the blocks of flats including stabilising or underpinning works to a garage, concrete and brickwork crack repairs and installation of movement joints to each of the blocks, resurfacing external walkways and private terraces, cleaning of external glazing over communal walkways and redecoration of external walls and ceiling surfaces.</p>		<p>The pre-tender cost estimates predicted a cost under £1.0million. Following clarifications with the bidders, the prices received are now £1.20m and makes this a key decision. Because of the extensive period of tender clarifications we have missed the deadline for the provision of the forward works plan in time for the March HSC meeting.</p>	Executive Councillor for Housing	Will Barfield Asset Manager	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>

Housing Scrutiny Committee – 11/03/25 (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 25/02/25

Currently no non key items scheduled for 11/03/25

Housing Scrutiny Committee – 11/03/25 (Key Decisions)

Part 2 - Strategic Housing

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Housing Adaptations, Repairs and Renewal Policy</p> <p>To approve an updated Housing Adaptations & Repairs policy for Cambridge City.</p>		<p>The existing policy was approved in 2019, forming part of a Cambridgeshire-wide policy on offering Disabled Facilities Grants (DFGs) and other financial assistance to help people to live safely and independently at home. This is a minor refresh of the policy to cover issues arising since then, in the context of clearer national guidance in this area which has since been issued.</p> <p>(A separate adaptations policy exists for adaptations to council homes).</p>	Executive Councillor for Housing	Helen Reed Housing Strategy Manager	This is a key item and will automatically appear on the agenda for discussion / debate.

<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</p>	<p>Ben Binns Assistant Director, Development</p>	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>
<p>City Centre Regeneration sites</p> <p>Update on work being undertaken on Stanton House, East Rd and Hanover & Princess Courts to deliver new council homes. Approval is sought for updated budgets to bring forward these schemes.</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 the outcomes of an internal review of council stock and opportunities for regeneration which hold implications for the programme.</p>	<p>Executive Councillor for Housing</p>	<p>Ben Binns Assistant Director, Development</p>	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>

<p>Pledge to Support the Resettlement of Refugees</p> <p>To agree the Council's pledge to support the resettlement of refugees for the next 5-years (April 2025-March 2030) by allocating a minimum number of council homes per annum outside of the existing Lettings Policy.</p>	<p>There remains a continued need to support the resettlement of refugees travelling to the UK through safe and legal humanitarian routes such as the UK Resettlement Scheme (UKRS), Afghan Relocations and Assistance Policy (ARAP), and Afghan Citizens Resettlement Scheme (ACRS).</p> <p>A pledge to support the resettlement of refugees will allow the Council to remain flexible to the needs of displaced people.</p>	<p>Executive Councillor for Housing</p>	<p>Keryn Jalli Community Safety Manager</p>	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>
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Housing Scrutiny Committee – 11/03/25 (Non Key Decisions)

Part 2 - Strategic Housing

Non key items will only appear on the agenda if requested for pre-scrutiny by 25/02/25

Currently no non key items scheduled for 11/03/25

Planning and Transport Scrutiny Committee – 25/03/25 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Cambridge Biomedical Campus Supplementary Planning Document Adoption</p> <p>To agree to adopt the final Cambridge Biomedical Campus Supplementary Planning Document.</p>		<p>A Supplementary Planning Document is being prepared to supplement adopted Local Plan policies for the campus and provide additional guidance. Following public consultation a decision will be sought on adoption of the document.</p>	<p>Executive Councillor for Planning, Building Control, and Infrastructure</p>	<p>Terry De Sousa, Jonathan Dixon Senior Planning Policy Officer, Planning Policy Manager</p>	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>
<p>Health Impact Assessment Supplementary Planning Document Adoption</p> <p>To agree to adopt the draft Health Impact Assessment Supplementary Planning Document.</p>		<p>Health Impact Assessment is a way of considering the impact of planning proposals on Health. The Supplementary Planning Document will supplement adopted Local Plan policies. Following public consultation a decision will be sought on adoption of the document.</p>	<p>Executive Councillor for Planning, Building Control, and Infrastructure</p>	<p>Johanna Davies, Jonathan Dixon Principal Planning Policy Officer, Planning Policy Manager</p>	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>

<p>Greater Cambridge Planning Obligations Supplementary Planning Document Adoption</p> <p>To agree to adopt the Greater Cambridge Planning Obligations Supplementary Planning Document.</p>		<p>The Greater Cambridge Planning Obligations Supplementary Planning Document is being prepared to explain the approach to securing planning obligations (also known as Section 106 contributions) from new developments, supplementing adopted local plan policy. Following public consultation a decision will be sought on adoption of the document.</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 for discussion / debate.</p>
<p>Draft North Cambridge Design Code</p> <p>To adopt the North Cambridge Design Code Supplementary Planning Document.</p>		<p>The North Cambridge Design Code has been prepared to inform future development proposals in the North Cambridge study area, comprising Arbury, Kings Hedges and West Chesterton. The decision will be to adopt the document following public consultation.</p>	<p>Executive Councillor for Planning, Building Control, and Infrastructure</p>	<p>Trovine Monteiro Built Environment Team Leader</p>	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>

Planning and Transport Scrutiny Committee – 25/03/25 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 11/03/25

Currently no non key items scheduled for 25/03/25

Strategy and Resources Scrutiny Committee - 31/03/25 (Key Decisions)

Subject/Decision	New Item	Background Information	Decision Taker	Officer	Additional Information
<p>Cambridge Leisure Development Proposal</p> <p>To approve high level terms for a commercial deal for proposed redevelopment of the Cambridge Leisure site for commercial, cultural (to include a new Cambridge Junction facility) and leisure purposes.</p>		<p>The Council is the freeholder for Cambridge Leisure site. The leaseholder is proposing a masterplan led development for the site.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Fiona Bryant Programme Director – Major Regeneration</p>	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>
<p>Cambridge City Council Performance Management Framework</p> <p>Decision on a new Performance Management Framework for the Council</p>		<p>Approval and adoption of the principles and outline of a new performance management framework for the whole council.</p>	<p>Executive Councillor for Finance and Resources</p>	<p>Jane Wilson Chief Operating Officer</p>	<p>This is a key item and will automatically appear on the agenda for discussion / debate.</p>

<p>CIP Loan Facility</p> <p>Approve a capital budget for 3 loan facilities amounting to £18,500,000, to be provided to Cambridge Investment Partnership (CIP)</p>	<p>Having received favourable planning resolution, CIP are in place to commence development works on site, and approval is herewith sought to confirm a loan facility offering, to utilised solely for the purposes of Housing delivery, including regeneration activities and new build development at Newbury Farm, ATS/Murketts Histon Rd, and Fanshawe Road.</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 for discussion / debate.</p>
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Strategy and Resources Scrutiny Committee - 31/03/25 (Non Key Decisions)

Non key items will only appear on the agenda if requested for pre-scrutiny by 17/03/25

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>Lynne Miles Director of Economy and Place</p>	<p>This item will automatically appear on the agenda for scrutiny.</p>
<p>Cambridge Delivery Company: Update Report</p> <p>To note the report.</p>		<p>The report is provided to allow discussion relating to the Cambridge 2050 initiative, including the work of the Cambridge Delivery Group, the Cambridge Growth Company and its Advisory Council.</p>	<p>Leader of the Council</p>	<p>Robert Pollock, Stephen Kelly Chief Executive, Joint Director, Greater Cambridge Shared Planning and 3C Building Control</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 - 04/03/25

Currently no non key items scheduled for 04/03/25

Licensing - 03/03/25

Currently no non key items scheduled for 03/03/25