



South Bucks District Council

SOUTH BUCKS DISTRICT COUNCIL FORWARD PLAN / 28 DAY NOTICE

LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)
(MEETINGS AND ACCESS TO INFORMATION (ENGLAND) REGULATIONS 2012

This notice, published in accordance with Regulation 9 of the above Regulations, sets out the key decisions (and non-key decisions) that the Council's Cabinet intends to make at public or private meetings to be held within the next 28 days and beyond.

A further notice - called the Agenda - setting out the items to be considered at the Cabinet (in public and private) will be available no less than 5 working days before the meeting at

<http://www.sbdc-spider.southbucks.gov.uk/uuCoverPage.aspx?bcr=1>

Leader (Councillor A Busby)						
Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation - How & When ³	Decision Maker & Date ⁴	Private report (Y/N) and reason private ⁵	Lead Officer ⁶	First Notified ⁷
Y	Audio System To seek authority to purchase a new audio system.		Cabinet 16.07.2013 19.11.2013 TBA	N	Director of Services	14.06.2013
N	Human Resources Service Plan Summaries 2014-15 This report introduces the HR service plan summaries the year 2014-15	For Information	Cabinet 08.04.2014	N	Chief Executive	23.01.2014
N	Annual Performance Indicator Review This report introduces proposed changes to priority and corporate performance indicators (PIs), including targets for the year 2014-15 for each of the main service areas at the Council		Cabinet 08.04.2014	N	Chief Executive	07.03.2014

Deputy Leader, Cabinet Member - Sustainable Development (Councillor R Reed)

Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation - How & When ³	Decision Maker & Date ⁴	Private report (Y/N) and reason private ⁵	Lead Officer⁶	First Notified⁷
Y	<p>Wilton Park Supplementary Planning Document The report seeks approval of the Wilton Park Supplementary Planning Document.</p>	<p>Sustainable Development PAG: 05.09.2013 11.12.2013 17.12.2013 (draft for consultation)</p> <p>Sustainable Development PAG TBA (final document post consultation)</p>	<p>Portfolio Holder 05.09.2013 11.12.2013 17.12.2013 (to endorse draft for consultation)</p> <p>Cabinet TBA (to approve final document post consultation)</p>	N	Head of Sustainable Development	01.05.2013
Y	<p>Burnham Beeches Planning Policy New development management guidance note for development proposals affecting Burnham Beeches</p>	<p>Sustainable Development PAG: 13.03.2014</p>	<p>Cabinet 08.04.2014</p>	N	Head of Sustainable Development	05.02.2014
N	<p>Accommodating the needs of the Travelling Community in South Bucks: Draft Issues and Options and Call for Sites Public Consultation Sets out the outcome of a Gypsy and Travellers' Accommodation Needs Assessment and outlines a series of options for identifying possible sites.</p>	<p>Sustainable Development PAG: 13.03.2014</p>	<p>Portfolio Holder for Sustainable Development: 13.03.2014 (to endorse draft for consultation)</p>	N	Head of Sustainable Development	10.02.2014
N	<p>The Duty to Co-operate and Planning for Strategic Cross Boundary Matters This reports explains what the 'duty to co-operate' is and sets out the likely implications for local plan preparation in South Bucks District and for the way in which South Bucks District Council will be required to work with other local planning authorities within and beyond Buckinghamshire.</p>	<p>Sustainable Development PAG: 13.03.2014</p>	<p>For Information</p>	N	Head of Sustainable Development	10.02.2014

Cabinet Member - Community (Councillor A Cranmer)

Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation - How & When ³	Decision Maker & Date ⁴	Private report (Y/N) and reason private ⁵	Lead Officer⁶	First Notified⁷
Y	All Weather Area To update Members on the possible letting and capital investment in the All Weather Area and to consider, if necessary, any expressions of interest received.	Community PAG: 16.09.2013 03.12.2013 17.06.2014 Resources 12.09.2013 12.12.2013 26.06.2014	Cabinet 19.11.2013 10.02.2014 15.07.2014	Y Schedule 12A part 1 para (3)	Head of Environment	01.08.2013
Y	Community Development & Village Hall Grant To consider applications for grant funding.	Community PAG: 04.03.14	Cabinet 08.04.2014	N	Head of Community	30.01.2014
Y	The Laurels at Farnham Park Playing Fields - To consider possible future use of this building.	Community PAG: 03.12.2013 04.03.2014	Cabinet 10.02.2014 08.04.2014	N	Head of Environment	22.10.2013
Y	Farnham Park Sports Fields To consider whether to grant a proposed new lease.	Community PAG: 04.03.2014	Cabinet 08.04.2014	Y Schedule 12A part 1 para (3)	Head of Environment	23.01.2014
Y	Static CCTV Equipment The CCTV equipment will no longer be in use following the end of March 2014. A decision is required as to what happens to the equipment once it is no longer in use.	Community PAG: 04.03.2014	Cabinet 08.04.2014	N	Head of Health & Housing	30.01.2014
Y	Community Safety Partnership Strategy 2014-17 and potential partnership merge. Report introducing the new Community Safety Partnership Strategy and requesting a view on the potential merging of the Chiltern and South Bucks Community Safety Partnerships.	Community PAG: 04.03.2014	Cabinet 08.04.2014	N	Head of Health & Housing	30.01.2014
Y	Subscriptions and Donations To consider applications for funding.	Community PAG: 04.03.14	Cabinet 08.04.2014	N	Head of Community	30.01.2014

Cabinet Member - Community (Councillor A Cranmer)

Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation - How & When ³	Decision Maker & Date ⁴	Private report (Y/N) and reason private ⁵	Lead Officer⁶	First Notified⁷
Y	Chairman's Fund Arrangements To consider proposal for Buckinghamshire Community Foundation to operate the Chairman's Fund.	Community PAG: 04.03.14	Cabinet 08.04.2014	N	Head of Community	18.02.2014

Cabinet Member - Environment (Councillor N Naylor)

Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation - How & When ³	Decision Maker & Date ⁴	Private report (Y/N) and reason private ⁵	Lead Officer⁶	First Notified⁷
Y	Car Park Policy To approve a document showing the Council's policy for providing and operating public car parks.	Environment PAG: 12.06.2013 04.09.2013 04.12.2013 19.03.2014 18.06.2014	Cabinet 16.07.2013 19.11.2013 10.02.2014 08.04.2014 15.07.2014	N	Head of Environment	01.08.2013
Y	Beaconsfield Old Town Common Land - parking and land swap To consider the outcome of the public consultation and agree the next steps.	Environment PAG: 04.12.2013 18.06.2014 19.03.2014	Cabinet 10.02.2014 15.07.2014 08.04.2014	N	Head of Environment	22.10.2013
Y	Grounds Maintenance Contract To consider whether to retender or extend the existing contract.	Environment PAG: 04.12.2013 19.03.2014	Cabinet 10.02.2014 08.04.2014	Y Schedule 12A part 1 para (3)	Head of Environment	22.10.2013
Y	Car Parking Survey Results To report on the results of the car parking survey of Beaconsfield and Gerrards Cross and to consider further actions resulting from this.	Environment PAG: 19.03.2014 Resources PAG: 20.03.2014	Cabinet 08.04.2014	N	Head of Environment	23.01.2014
Y	Littleworth Common To consider funding application to Natural England	Environment PAG: 19.03.2014	Cabinet 08.04.2014	N	Head of Environment	03/04/2014

Cabinet Member - Resources (Councillor D Smith)

Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation - How & When ³	Decision Maker & Date ⁴	Private report (Y/N) and reason private ⁵	Lead Officer⁶	First Notified⁷
N	HS2: request for access to SBDC owned land To consider the request by HS2 (through its contractors) for access to South Bucks District Council owned land for monitoring purposes.	Resources PAG: 13.12.2012 21.03.2013 13.06.2013 TBA	Cabinet 05.02.2013 09.04.2013 16.07.2013 TBA	N	Director of Services	October 2012
Y	Bath Road Depot To report back on Tender exercise and to consider options for the depot's future use.	Resources PAG: 13.06.2013 12.09.2013 20.03.2014	Cabinet 19.11.2013 08.04.2014	Y Schedule 12A part 1 para (3)	Head of Environment	01.05.2013
Y	Additional Interview Room To decide whether an additional interview room should be constructed at Capswood.	Resources PAG: 12.09.2013 12.12.2013 20.03.2014	Cabinet 19.11.2013 And 10.02.2014 08.04.2014	N	Director of Services	01.08.2013
Y	Council contracts To consider the outcome of the joint procurement process for a joint plant maintenance contract with Chiltern.	Resources PAG: TBA	Cabinet TBA	Y Schedule 12A part 1 para (3)	Head of Environment	01.08.2013
N	Application for Discretionary Rate Relief To consider an application for Discretionary Rate Relief - top up where mandatory rate relief already in payment.	Resources PAG 20.03.2014	Cabinet 08.04.2014	Y Schedule 12A part 1 para (1)	Head of Customer Services	23.01.2014
N	Bad Debt Write-Offs To seek authorisation to write off Bad Debts.	Resources PAG 20.03.2014	Cabinet 08.04.2014	Y Schedule 12A part 1 para (1)	Head of Customer Services	23.01.2014
N	Investment Performance Quarter Ending 31/12/13 To report the investment performance for the quarter ending 31/12/13	Resources PAG 20.03.2014	For Information	N	Director of Resources	23.01.2014
Y	Cleaning Contract Extension To propose the extension by one year of the current cleaning and caretaking contract.	Resources PAG 20.03.2014	Cabinet 08.04.2014	Y Schedule 12A part 1 para (3)	Head of Environment	07.02.2014

Cabinet Member - Resources (Councillor D Smith)

Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation - How & When ³	Decision Maker & Date ⁴	Private report (Y/N) and reason private ⁵	Lead Officer ⁶	First Notified ⁷
N	Dropmore Road Depot Update Report To provide an update for Members on the project to redevelop the Council's Depot on Dropmore Road.	Resources PAG 20.03.2014	For Information	N	Director of Resources	10.02.2014
N	Boat Yard Mill lane Taplow Lease discussions.	Resources PAG 20.03.2014	Cabinet 08.04.2014	Y Schedule 12A part 1 para (3)	Head of Environment	12.02.2014
N	Station Road Car Park Lease discussions.	Resources PAG 20.03.2014	Cabinet 08.04.2014	Y Schedule 12A part 1 para (3)	Head of Environment	18.02.2014

Cabinet Member - Health and Housing (Councillor J Woolveridge)

Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation - How & When ³	Decision Maker & Date ⁴	Private report (Y/N) and reason private ⁵	Lead Officer ⁶	First Notified ⁷
Y	Housing Strategy To approve a Housing Strategy.	Health and Housing PAG: 06.03.2013 26.06.2013 26.09.2013 21.11.2013 06.03.2014 Overview and Scrutiny: 24.03.2014 16.06.2014 Health & Housing PAG 24.06.2014	Cabinet 16.07.2013 19.11.2013 08.04.2014 (to agree draft for consultation) Cabinet 08.04.2014 15.07.2014 (to recommend approval of the strategy) Council 29.04.2014 29.07.2014 (to approve the strategy)	N	Head of Health and Housing	05.02.2013
N	Air Quality Review 2012 Inform Members of the results and outcomes of the 2012 air quality monitoring survey and report.	Health and Housing PAG: 21.11.2013 06.03.2014	For Information	N	Head of Health and Housing	01.08.2013
Y	Homelessness Strategy 2014-2019 To agree a homelessness strategy for 2014-2019.	Health and Housing PAG: 21.11.2013 Health and Housing PAG: 06.03.2014	Cabinet 10.02.2014 08.04.2014 (to agree draft for consultation)	N	Head of Health and Housing	06.11.2013

Cabinet Member - Health and Housing (Councillor J Woolveridge)

Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation - How & When ³	Decision Maker & Date ⁴	Private report (Y/N) and reason private ⁵	Lead Officer⁶	First Notified⁷
		<p>Overview and Scrutiny: 24.03.2014 16.06.2014</p> <p>Health & Housing PAG 24.06.2014</p>	<p>Cabinet 08.04.2014 15.07.2014 (to recommend approval of the strategy)</p> <p>Council 29.04.2014 29.07.2014 (to approve the strategy)</p>			
N	Housing Services Update Information item to update members on the current position of several housing initiatives.	Health and Housing PAG: 06.03.2014	For information	N	Head of Health and Housing	23.01.2014
N	Environmental Health Improvement Plan Information item to update Members on the current position of the Environmental Health Improvement Plan.	Health and Housing PAG: 06.03.2014	For information	N	Head of Health and Housing	23.01.2014
Y	Energy Saving Across the Council Estate The report seeks a decision as to whether the Council will undertake energy and cost saving measures set out in the recent Energy Audit and establish an energy reduction target and 3 - 5 year delivery plan.	Health and Housing PAG 06.03.2014 Environment PAG: 19.03.2014	Cabinet 08.04.2014	N	Head of Health and Housing	22.10.2013
Y	Project to tackle dog fouling in public places Proposal for a project to address dog fouling in public places following concerns raised by Parish and Town Councils.	Health and Housing PAG: 06.03.2014 Community PAG 04.03.2014	Cabinet 08.04.2014	N	Head of Health and Housing	23.01.2014
Y	Stoke Poges Memorial Gardens - Grounds Maintenance Contract To request the extension of the current contract for grounds maintenance.	Health and Housing PAG: 06.03.2014	Cabinet 08.04.2014	Y Schedule 12A part 1 para (3)	Head of Health and Housing	23.01.2014

Cabinet Member - Health and Housing (Councillor J Woolveridge)

Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation - How & When ³	Decision Maker & Date ⁴	Private report (Y/N) and reason private ⁵	Lead Officer⁶	First Notified⁷
N	Aviation Update Report: Davis Commission Interim Report Overview of the Davis Commission Interim Report published December 2013.	Health and Housing PAG: 06.03.2014 Sustainable Development PAG 13.03.2014	For information	N	Chief Executive	23.01.2014
Y	Leasing Scheme to provide Temporary Accommodation Proposal to enable 6 houses to be used as Temporary Accommodation through a Housing Association Leasing Scheme	Health and Housing PAG: 06.03.2014	Cabinet 08.04.2014	Y Schedule 12A part 1 para (1)	Head of Health and Housing	07.02.2014
Y	Stoke Poges Memorial Gardens: Colonnades To seek funding for the replacement of the existing timber structures in the Colonnades at Stoke Poges Memorial Gardens	Health and Housing PAG: 06.03.2014	Cabinet 08.04.2014	N	Head of Environment	11.02.2014
Y	LGA Declaration on Tobacco Control - to consider signing the LGA Declaration on Tobacco Control.	Health and Housing PAG: 06.03.2014	Cabinet 08.04.2014	N	Head of Health and Housing	04.03.2014

1. Key Decision

The Regulations explains a “key decision” as an executive decision which is likely:-

- (a) to result in the local authority incurring expenditure which is, or the making of savings which are significant having regard to the relevant authority’s budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant authority.

With regard to (a) Paragraph 6.2 of the Council’s Executive Procedure Rules defines a key as a decision which has income or expenditure effect of £5,000 or more where the sum has not already been budgeted.

2. Report Title and Summary

A summary and title of a report is listed in this column. Reports that will be considered at a meeting will be available 5 working dates before the meeting at <http://www.sbdc-spider.southbucks.gov.uk/uuCoverPage.aspx?bcr=1>

3. Consultation - How and When

This column shows the process of consultation, which takes place prior to Cabinet.

To support the role of the Portfolio Holders, Policy Advisory Groups (PAGs) have been set up to provide advice and guidance. A report is submitted to the PAG for its consideration, following which the minutes of the PAG are submitted to Cabinet. Cabinet considers the advice of the Portfolio Holder and the PAG when making a decision. The dates of PAGs are shown on the following notice. Whilst meetings of the PAGs are not open to the public the agenda papers and reports (except those subject to prohibition or restriction) are published on the Council's website.

4. Decision Maker & Date

This column shows who the Decision will be taken by and the date of when the Decision is due to be taken.

5. Private Report and Reason Private

Members of the public are welcome to attend meetings of the Cabinet, however the public can be excluded for an item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1, subject to the qualifications and interpretations in Parts 2 and 3, of Schedule 12A to the Local Government Act 1972 (as amended)

The relevant paragraphs are listed in the table below:

Paragraph	
1.	Information relating to any individual.
2.	Information which is likely to reveal the identity of any individual.
3.	Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4.	Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5.	Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6.	Information which reveals that the authority proposes - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
7.	Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Making Representation

If you wish to make representations about why a meeting should not take place in private then submit your representations at least 10 clear working days before the meeting to Democratic and Electoral Services, South Bucks District Council, Capswood, Oxford Road, Uxbridge, UB9 4LH - email democraticservices@southbucks.gov.uk. so that they can be included in this further notice along with a statement of response to the representations as required under Regulation 5.

6. Officer Contact

This column confirms who the lead officer is for each item.

7. First Notified

This column shows the date the item was first published on the Forward Plan.