



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
N	Joint Business Plan Report - 2014-19 This report introduces the Council's Joint Business Plan with Chiltern District Council, 2014-19.		Cabinet: 15.07.2014	N	Chief Executive	12.05.2014
N	Annual Performance Report 2013-14 This report introduces the Council's Annual Performance Report for 2013-14.	Cabinet: 15.07.2014	For information	N	Chief Executive	12.05.2014
N	Q1 and Q2 Performance Reports 2014-15 These reports monitor performance against pre-agreed targets and seek approval for any proposed changes to targets.		Cabinet: 25.11.2014	N	Chief Executive	12.05.2014
Y	Budget 2015/16 and Later Years The report provides members with an update on the budget position for 2015/16 in order for the Cabinet to agree a draft budget to be the basis of budget reports to PAGs and Overview & Scrutiny Committee.		Cabinet: 25.11.2014	Y part of the report to be private - Schedule 12A part 1 para (3)	Director of Resources	12.05.2014

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	Budget and Council Tax 2015/16 To set the Council's budget and Council Tax for 2015/16.	Community PAG: 04.12.2014 Environment PAG: 03.12.2014 Health and Housing PAG: 10.12.2014 Resources PAG: 11.12.2014 Sustainable Development PAG: 27.11.2014	Cabinet: 09.02.2015 Council: 24.02.2015	Y part of the report to be private - Schedule 12A part 1 para (3)	Director of Resources	12.05.2014

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 Officer ⁶	First Notified ⁷
Y	Wilton Park Supplementary Planning Document The report seeks approval of the Wilton Park Supplementary Planning Document.	Sustainable Development PAG: 17.12.2013 (draft for consultation) Sustainable Development PAG: 04.09.2014 (final document post consultation)	Portfolio Holder: 17.12.2013 (to endorse draft for consultation) Cabinet: 14.10.2014 (to approve final document post consultation)	N	Head of Sustainable Development	01.05.2013
N	Duty to Co-operate Regular update on the Council's legal duty to co-operate with other local planning authorities on strategic cross boundary matters.	Sustainable Development PAG: 12.06.2014	For information	N	Head of Sustainable Development	12.05.2014
Y	Townscape Character Assessment A summary of the content of the South Bucks Townscape Character Study Part 2 with a	Sustainable Development PAG: 12.06.2014	Cabinet: 15.07.2014	N	Head of Sustainable Development	12.05.2014

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
	recommendation that it be used for making development management decisions.					
N	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. Report on summary of responses received to the public consultation.	Sustainable Development PAG: 13.03.2014 and 12.06.2014 (to receive for information a summary of responses received to the public consultation)	Portfolio Holder for Sustainable Development: 13.03.2014 (to endorse draft for consultation)	N	Head of Sustainable Development	10.02.2014
Y	Definition of key shopping areas for Development Management Purposes Following permitted development changes, outside the defined key shopping areas buildings can change use to residential. This report defines key shopping areas where change of use to residential without permission will be exempted.	Sustainable Development PAG: 12.06.2014	Cabinet: 15.07.2014	N	Head of Sustainable Development	12.05.2014

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: 17.09.2014 Resources PAG: 11.09.2014	Cabinet: 14.10.2014	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: 17.06.2014	Cabinet 15.07.2014	N	Head of Community	12.05.2014

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	The Laurels at Farnham Park Playing Fields - To consider possible future use of this building.	Community PAG: 03.12.2013 17.06.2014	Cabinet 15.07.2014	N	Head of Environment	22.10.2013
Y	Subscriptions and Donations To consider applications for funding.	Community PAG: 17.06.2014	Cabinet 15.07.2014	N	Head of Community	12.05.2014
N	Olympic Legacy: Year 2 Plan Year 2 of the Olympic Legacy Plan presented to Cabinet for approval.	Community PAG: 17.06.2014	Cabinet 15.07.2014	N	Head of Community	12.05.2014
Y	ASB powers To inform members of the new ASB powers and to seek additions to the delegation of powers to officers.	Community PAG: 17.06.2014 Health and Housing PAG: 24.06.2014	Cabinet 15.07.2014	N	Head of Health and Housing	28.05.2014
Y	Farnham Park Charitable Trust Progress Report Update on what has been happening at the facilities over the last 3 months and plans for the future	Community PAG: 17.06.2014	Cabinet 15.07.2014	Y Schedule 12A part 1 para (3)	Head of Community	23.05.2014 (updated 10.06.2014)

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	Beaconsfield Old Town Common Land - parking and land swap To consider the outcome of the public consultation and agree the next steps.	Environment PAG: 18.06.2014	Cabinet 15.07.2014	N	Head of Environment	22.10.2013
Y	Grounds Maintenance Contract To consider whether to retender or extend the existing contract.	Environment PAG: 18.06.2014	Cabinet 15.07.2014	Y Schedule 12A part 1 para (3)	Head of Environment	22.10.2013
Y	Burnham School Car Parking Plan To consider whether to allow free parking for parents dropping off and picking up children from St Peter's School, Burnham	Environment PAG: 18.06.2014	Cabinet 15.07.2014	N	Head of Environment	12.05.2014

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	Beaconsfield Common Land London End North Side Tarmac Repairs Decision required whether to re-surface large area of car park area on London End, Beaconsfield	Environment PAG: 18.06.2014	Cabinet 15.07.2014	N	Head of Environment	12.05.2014
Y	Waste Collection in Flats - Review and Policy To present the schedule and policy for the service review and collection policy for waste and recycling in flats	Environment PAG: 18.06.2014	Cabinet 15.07.2014	N	Head of Environment	12.05.2014
Y	Garden Waste Renewals To agree a policy on how to handle garden waste renewals.	Environment PAG: 18.06.2014	Cabinet 15.07.2014	N	Head of Environment	12.05.2014 (updated 16.06.2014)
Y	Christmas Free Parking To decide whether to offer free parking at the Council's car parks on two Saturdays in December 2014.	Environment PAG: 18.06.2014	Cabinet 15.07.2014	N	Head of Environment	13.05.2014
N	Waste Collection Service Update General Update on roll out	Environment PAG: 18.06.2014	For Information	N	Head of Environment	12.05.2014
Y	Waste Strategy for Bucks Agreement of new drafted strategy	Environment PAG: 18.06.2014	Cabinet 15.07.2014	N	Head of Environment	16.06.2014

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	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: 26.06.2014	For Information	N	Head of Environment	10.02.2014
N	Station Road Car Park Lease discussions.	Resources PAG: 26.06.2014	Cabinet: 15.07.2014	Y Schedule 12A part 1 para (3)	Head of Environment	18.02.2014
N	Treasury Management - Annual Report 2013/14 To report the performance of the Council's investment portfolio for 2013/14	Resources PAG: 26.06.2014	For information	N	Director of Resources	14.04.2014

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
Y	Taplow Boat Yard Update and way forward.	Resources PAG: 26.06.2014	Cabinet: 15.07.2014	Y Schedule 12A part 1 para (3)	Head of Environment	12.05.2014
N	East Lodge Term of new lease.	Resources PAG: 26.06.2014	Cabinet: 15.07.2014	Y Schedule 12A part 1 para (3)	Head of Environment	11.06.2014
Y	Bath Road Depot To report back on Tender exercise and to consider options for the depot's future use.	Resources PAG: 11.09.2014	Cabinet: 14.10.2014	Y Schedule 12A part 1 para (3)	Head of Environment	01.05.2013
Y	Council contracts To consider the outcome of the joint procurement process for a joint plant maintenance contract with Chiltern.	Resources PAG: 11.09.2014	Cabinet: TBA	Y Schedule 12A part 1 para (3)	Head of Environment	01.08.2013

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
Y	Housing Strategy To approve a Housing Strategy.	Health & Housing PAG: 25.09.2014 Health & Housing PAG: 10.12.2014 Overview and Scrutiny: 26.01.2015	Cabinet: 14.10.2014 (to agree draft for consultation) Cabinet: 09.02.2015 (to recommend approval of the strategy) Council: 24.02.2015 (to approve the strategy)	N	Head of Health and Housing	05.02.2013
Y	Homelessness Strategy 2014-2019 To agree a homelessness strategy for 2014-2019.	Health & Housing PAG: 25.09.2014 Health & Housing PAG: 10.12.2014 Overview and Scrutiny: 26.01.2015	Cabinet: 14.10.2014 (to agree draft for consultation) Cabinet: 09.02.2015 (to recommend approval of the strategy)	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
			Council: 24.02.2015 (to approve the strategy)			
N	Housing Services Update Information item to update members on the current position of several housing initiatives.	Health and Housing PAG: 24.06.2014	For information	N	Head of Health and Housing	12.05.2014
N	Environmental Health Improvement Plan Information item to update Members on the current position of the Environmental Health Improvement Plan.	Health and Housing PAG: 24.06.2014	For information	N	Head of Health and Housing	12.05.2014
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 24.06.2014	Cabinet: 15.07.2014	Y Schedule 12A part 1 para (1)	Head of Health and Housing	07.02.2014
Y	Flood Update To agree changes to the Housing Financial Assistance Policy to enable householders and businesses impacted by flooding to access assistance through the Governments Flood Repair and Renewal and Business Support schemes.	Health and Housing PAG: 24.06.2014	Cabinet: 15.07.2014	N	Head of Health and Housing	28.05.2014
Y	Greenhouse Gas Report 2013/14 The report sets out the extent of Council's greenhouse gas emissions and any reductions for 2014/15.	Health and Housing PAG: 24.06.2014	Cabinet: 15.07.2014	N	Head of Health and Housing	12.05.2014
Y	Invest to Save - Mid-Term Energy Investment Saving Opportunities The report advises on the annual cost saving opportunities to the Council, directly resulting from upfront energy reduction investment	Health and Housing PAG: 25.09.2014 Environment PAG: 10.09.2014 Resources PAG:	Cabinet: 14.10.2014	N	Head of Health and Housing	12.05.2014

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
		11.09.2014				

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.