



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	Economic Activity Update. To provide an update on the work going on within South Bucks District to promote economic development, and to inform a debate on what should be done to promote economic sustainability in the district.		Cabinet: 14.10.2014	N	Chief Executive	05.08.2014
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
Y	Budget and Council Tax 2015/16 To set the Council's budget and Council Tax for 2015/16.	Community PAG: 04.12.2014	Cabinet: 09.02.2015 Council: 24.02.2015	Y part of the report to be private - Schedule 12A	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
		Environment PAG: 03.12.2014 Health and Housing PAG: 10.12.2014 Resources PAG: 11.12.2014 Sustainable Development PAG: 27.11.2014		part 1 para (3)		

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: TBA	Portfolio Holder: 17.12.2013 (to endorse draft for consultation) Cabinet: TBA	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: 04.09.2014	For information	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 Officer ⁶	First Notified ⁷
Y	Community Development & Village Hall Grant To consider applications for grant funding.	Community PAG: 17.09.2014	Cabinet 14.10.2014	N	Head of Healthy Communities	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	Subscriptions and Donations To consider applications for funding.	Community PAG: 17.09.2014	Cabinet 14.10.2014	N	Head of Healthy Communities	12.05.2014
Y	Farnham Park Playing Fields - Application for additional softball pitch and conversion of bungalow into sports club BSUK presently have three permanent Baseball/Softball pitches at Farnham Park Playing Fields and are interested in converting the Laurels bungalow into a clubhouse. They have also applied for an additional dedicated softball pitch, which would require the conversion of two casual football pitches.	Community PAG: 17.09.2014	Cabinet 14.10.2014	Y Schedule 12A part 1 para (3)	Director of Services	05.08.2014
N	Developing a Community Development Plan for SBDC Report asking members to comment on outline objectives for a Community Development Plan.	Community PAG: 17.09.2014	Portfolio Holder for Community 19.09.2014 (endorsing objectives)	N	Head of Healthy Communities	05.08.2014
N	Bonus Scheme- Golf General Manager and Sales Staff To agree a bonus scheme for relevant staff based on sales/financial performance.	Community PAG: 17.09.2014	Personnel 22.09.2014 Cabinet 14.10.2014	Y Schedule 12A part 1 para (3)	Director of Services	21.08.2014

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	Flats Waste Collection Service Review Update Report to update Members on the progress of the Flats Service Review and to agree the policy for dealing with communal collections	Environment PAG: 10.09.2014	Cabinet 14.10.2014	N	Head of Environment	05.08.2014
N	Revised Joint Waste Strategy To provide a verbal update	Environment PAG: 10.09.2014	For Information	N	Head of Environment	05.08.2014

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
	on the Memorandum of Understanding.					
Y	Waste Management Planning Guidance Report to outline the updated Waste Management Planning Guidance.	Environment PAG: 03.12.2014	Cabinet 09.02.2015	N	Head of Environment	05.08.2014
N	School Waste Collections Update Update on school waste collections following the introduction of the new waste and recycling service	Environment PAG: 10.09.2014	For Information	N	Head of Environment	05.08.2014
Y	Car Park Annual Report To report on the operation of the Council's Pay & Display car parks and discuss possible changes for 2015-16.	Environment PAG: 10.09.2014	Cabinet 14.10.2014	N	Head of Environment	05.08.2014
Y	Beaconsfield Old Town Common Land - Unauthorised placing of bollards, planter, and surfacing on Common Land, London End, Beaconsfield To request Members' views about the recent unauthorised placement of bollards, planter and surfacing on the Common Land and to request authorisation for further action to be taken. This report also discusses other matters relating to the Common Land.	Environment PAG: 10.09.2014	Cabinet 14.10.2014	N	Head of Environment	26.08.2014

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	Station Road Car Park Lease discussions.	Resources PAG: 11.09.2014	Cabinet: 14.10.2014	Y Schedule 12A part 1 para (3)	Head of Environment	18.02.2014
Y	Taplow Boat Yard Update and way forward.	Resources PAG: 11.09.2014	Cabinet: 14.10.2014	Y Schedule 12A part 1 para (3)	Head of Environment	12.05.2014

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	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: 11.12.2014	Cabinet: 09.02.2015	Y Schedule 12A part 1 para (3)	Head of Environment	01.08.2013
N	Investment Performance Quarter Ending 30th June 2014 To report the investment performance of the quarter ending 30th June 2014.	Resources PAG: 11.09.2014	For Information	N	Head of Finance	05.08.2014
Y	Treasury Management Strategy 2015/16 To determine the approach to investments for 2015/16 in accordance with the Code of Practise for Treasury Management, and the council's Treasury Management Policy.	Resources PAG: 11.12.2014	Cabinet: 09.02.2015	N	Director of Resources	05.08.2014
Y	Mooring Fees To consider the future method for collecting fees at River Road	Resources PAG: 11.09.2014	Cabinet 14.10.2014	Y Schedule 12A part 1 para (3)	Head of Environment	14.08.2014
Y	Wyatts Covert Woodland - Proposed Transfer to Colne Valley CIC To propose the transfer of land at Wyatts Covert Woodland, Denham to the Colne Valley Park Community Interest Company (CIC)	Resources PAG: 11.09.2014	Cabinet 14.10.2014	N	Head of Environment	21.08.2014

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
Y	Housing Strategy To approve a Housing Strategy.	Health & Housing PAG: 25.09.2014 Health & Housing PAG: 10.12.2014	Cabinet: 14.10.2014 (to agree draft for consultation) Cabinet:	N	Head of Healthy Communities	05.02.2013

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
		Overview and Scrutiny: 26.01.2015	09.02.2015 (to recommend approval of the strategy) Council: 24.02.2015 (to approve the strategy)			
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) Council: 09.02.2015 (to recommend approval of the strategy) Council: 24.02.2015 (to approve the strategy)	N	Head of Healthy Communities	06.11.2013
N	Housing Services Update Information item to update members on the current position of several housing initiatives.	Health and Housing PAG: 25.09.2014	For information	N	Head of Healthy Communities	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: 25.09.2014	For information	N	Head of Healthy Communities	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: 11.09.2014	Cabinet: 14.10.2014	N	Head of Healthy Communities	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
N	Scrap Metal Dealers Act 2013 Adoption of provisions of new legislation & delegation of powers and functions to Head of Healthy Communities.	Health and Housing PAG: 25.09.2014	Cabinet: 14.10.2014	N	Head of Healthy Communities	05.08.2014
N	Woodland Burial extension To update the PAG on progress on the extension of the woodland burial section at Parkside Cemetery.	Health and Housing PAG: 25.09.2014	For Information	N	Head of Healthy Communities	05.08.2014
N	Health Profiles 2014 Public Health England published updated Health Profiles for all District Councils on 8th July 2014. This report summarises the South Bucks profile and highlights areas of concern.	Health and Housing PAG: 25.09.2014	For Information	N	Head of Healthy Communities	07.08.2014
N	Minor Amendments to the Current Private Sector Renewal Strategy To amend the Strategy to enable targeted households to access DECC Climate Change Green deal Communities Grant and to transfer £40k from the Home Renovation Grant Capital Programme to the Flexible Home loan Scheme to deliver a ring fenced equity loan in SBDC.	Health and Housing PAG: 25.09.2014	Cabinet: 14.10.2014 Council 28.10.2014	N	Head of Healthy Communities	14.08.2014
Y	Waiver of Requirement to Repay Disabled Facilities Grant To seek agreement to waive the requirement to repay a Disabled facility Grant following the sale of an adapted property.	Health and Housing PAG: 25.09.2014	Cabinet: 14.10.2014	Y Schedule 12A part 1 para (1 & 3)	Head of Healthy Communities	22.08.14
N	Housing Commuted Sums - Update Update for Members on the income from Housing Commuted Sums and how this income is being utilised	Health and Housing PAG: 25.09.2014	For Information	N	Head of Healthy Communities	28.08.2014

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	DECC Communities Fund To provide an update	Health and Housing PAG: 25.09.2014	For Information	N	Head of Healthy Communities	20.08.2014

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.