



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 BAGGE					
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
Y	Business Rates Pooling To consider pooling arrangements.		Cabinet: 13.10.2015	N	Jim Burness Email: Jim.Burness@ southbucks.gov.uk
N	Joint Business Plan refresh 2015/20: This report presents the Council's refreshed Joint Business Plan 2015-20.		Cabinet: 13.10.2015	N	Bob Smith Email: Bob.Smith@ Southbucks.gov.uk
N	Performance Management Quarterly Report Quarter 1 To present performance for Quarter 1.		Cabinet: 13.10.2015	N	Laura Campbell Email: Laura.Campbell@ southbucks.gov.uk
Y	Buckinghamshire Thames Valley Local Enterprise Partnership (BTVLEP) Contribution To consider the Council's continued financial contribution to the Bucks Thames Valley Local Enterprise Partnership (BTVLEP).		Cabinet: 13.10.2015	N	Bob Smith Email: Bob.Smith@ Southbucks.gov.uk

LEADER - COUNCILLOR BAGGE					
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
Y	Portfolio Budgets 16/17 To consider the draft portfolio budgets for 16/17	Sustainable Development PAG: 10.11.2015 Healthy Communities PAG: 03.12.2015 Environment PAG: 08.12.2015 Resources PAG: 10.12.2015	Cabinet: 17.12.2015	Report - N Appendix - Yes (Paragraph 3)	Jim Burness Email: Jim.Burness@ southbucks.gov.uk
Y	Budget and Council Tax 2015/16 To set the Council's budget and Council Tax for 2015/16.	Overview and Scrutiny: 01.02.2016	Cabinet: 09.02.2016 Council: 23.02.2016	Report - N Appendix - Yes (Paragraph 3)	Jim Burness Email: Jim.Burness@ southbucks.gov.uk
Y	Bucks Advantage Business Plan & Funding Contribution (Bucks Thames Valley Local Enterprise Partnership): To agree the Business Plan and to extend funding at 2014/15 levels until further notice.		Cabinet: 09.02.2016	Report - N Appendix - Yes (Paragraph 3)	Bob Smith Email: Bob.Smith@ Southbucks.gov.uk
N	Performance Management Quarterly Report Quarter 2 and 3 To present performance for Q2 and 3.		Cabinet 09.02.2016	N	Laura Campbell Email: Laura.Campbell@ southbucks.gov.uk
N	Service Plans Summaries To introduce the service plan summaries for each of the main service areas.		Cabinet; 09.02.2016	N	Laura Campbell Email: Laura.Campbell@ southbucks.gov.uk

LEADER - COUNCILLOR BAGGE					
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
N	Performance Indicator Review 2016/17 To introduce proposed changes.		Cabinet: 12.04.2016	N	Laura Campbell Email: Laura.Campbell@southbucks.gov.uk
N	Joint Business Plan refresh 2016/21: This report presents the Council's refreshed Joint Business Plan 2016-21.		Cabinet: 12.04.2016	N	Bob Smith Email: Bob.Smith@Southbucks.gov.uk

SUSTAINABLE DEVELOPMENT PAG - COUNCILLOR 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 Officer
Y	Local Development Scheme review To consider the approved Local Development Scheme timetable for the South Bucks Local Plan 2014 - 2036 following the Government objectives for speeding up the preparation of local plans and for local authorities to have produced local plans by early 2017.	Sustainable Development PAG: 10.09.2015	Cabinet: 13.10.2015	N	Graham Winwright Graham.Winwright@southbucks.gov.uk
Y	Emerging South Bucks District Local Plan 2014 - 2036: Issues and Options Consultation To consider representations received earlier this year as part of the Regulation 18 public consultation on the emerging Local Plan; identify submissions under the Call for Sites and subsequent site nominations; report on emerging and new evidence base documents; consider the outcome of on-going duty to co-operate discussions and next stage issues to be	Sustainable Development PAG: 26.11.2015	Cabinet: 17.12.2015	N	Graham Winwright Graham.Winwright@southbucks.gov.uk

	resolved; and to approve an Issues and Options consultation document in line with the Council approved Local Development Scheme and Statement of Community Involvement taking into account the above, national planning policy/guidance and already published evidence base documents. To set out the next stage of plan-making and evidence base requirements following the Issues and Options Stage.				
Y	<p>Scheme of Delegation for Neighbourhood Planning Procedures</p> <p>The Council has a number of statutory requirements under the Localism Act 2011 and associated regulations in relation to parish council applications/proposals for neighbourhood areas, neighbourhood plans and neighbourhood development orders. In order to efficiently and effectively meet these statutory requirements including taking decisions within prescribed time limits a scheme of delegation is proposed.</p>	Sustainable Development PAG: 26.11.2015	Cabinet: 17.12.2015	N	Graham Winwright Graham.Winwright@southbucks.gov.uk

HEALTHY COMMUNITIES PAG - COUNCILLOR EGLETON

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
N	Healthy Communities Update To receive an update on activities.	Healthy Communities PAG: 17.09.2015 (For Information)		N	Martin Holt Email: Martin.Holt@southbucks.gov.uk
N	Community Safety Update To receive the latest crime figures.	Healthy Communities PAG: 17.09.2015 (For Information)		N	Katie Galvin Email: kgalvin@chiltern.gov.uk

HEALTHY COMMUNITIES PAG - COUNCILLOR EGLETON

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
N	Grant Applications to the Subscriptions and Donations Fund To consider applications received.	Healthy Communities PAG: 17.09.2015	Cabinet: 13.10.2015	N	Claire Speirs Email: Claire.Speirs@southbucks.gov.uk
N	Applications to the Community Development Grants Report considering applications received to the Community Development Grants.	Healthy Communities PAG: 17.09.2015	Cabinet: 13.10.2015	N	Claire Spiers Email: Claire.Speirs@southbucks.gov.uk
N	Gambling Act 2005 - Review of Statement of Principles The Council's Gambling Act 2005 Statement of Principles has to be reviewed every 3 years. The draft statement has been agreed for consultation by Licensing Committee.	Licensing Committee: 07.10.2015	Cabinet: 13.10.2015 Council: 10.11.2015	N	Nathan March Email: NMarch@chiltern.gov.uk
Y	Greenhouse Gas Report Report on the Councils carbon reductions for the past 12 month.	Healthy Communities PAG: 17.09.2015	Cabinet: 13.10.2015	N	Joanna Faul Email: Joanna.Faul@southbucks.gov.uk
Y	Housing Options and Allocations - Locata Software To seek agreement for the procurement of Locata software to secure the continuation of the Bucks Home Choice system beyond the end of the current agreement with Locata in January 2016.	Healthy Communities PAG: 17.09.2015	Cabinet: 13.10.2015	Y (para 3)	Michael Veryard Email: mveryard@chilterngov.uk
N	Resources to address multiple infrastructure projects To discuss resources to undertake a baseline assessment and prepare a brief relating to the multiple impacts of major national infrastructure projects to the district particularly Iver.	Healthy Communities PAG: 17.09.2015	Cabinet: 13.10.2015	N	David Gilmour Email: David.Gilmour@southbucks.gov.uk

HEALTHY COMMUNITIES PAG - COUNCILLOR EGLETON					
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
N	Health Profiles 2015 Public Health England published updated Health Profiles for all District Councils on 2nd June 2015. This report summarises the South Bucks profile and highlights areas of concern.	Healthy Communities PAG: 17.09.2015	For Information	N	Laura Campbell Email: Laura.Campbell@southbucks.gov.uk
Y	Smoke and Carbon Monoxide Alarm Regs To advise on the implications of the Regs.	Healthy Communities PAG: 17.09.2015	Cabinet: 13.10.2015	N	Louise Quinn Email: lquinn@chiltern.gov.uk
N	Changes in smokefree legislation To receive a briefing note on the changes to legislation.	Healthy Communities PAG: 17.09.2015	For Information	N	Martin Holt Email: Martin.Holt@southbucks.gov.uk
N	Bucks Home Choice Member Briefing To update Members on the operation of the Bucks Home Choice scheme and current issues	Healthy Communities PAG: 03.12.2015	For Information	N	Michael Veryard Email: mveryard@chiltern.gov.uk
N	Control of Horses Act 2015 To discuss the introduction of legislation to tackle unattended horses unlawfully left on land.	Healthy Communities PAG: 03.12.2015	Cabinet: 17.12.2015	N	David Gilmour Email: David.Gilmour@southbucks.gov.uk
N	Joint Housing Strategy Framework Consider the adoption of a joint Housing Strategy between South Bucks DC and Chiltern DC and agree the key themes and objectives it should contain.	Healthy Communities PAG: 03.12.2015	Cabinet: 09.02.2016	N	Michael Veryard Email: mveryard@chiltern.gov.uk
N	Joint Homelessness Strategy Consider the adoption of a joint Homelessness Strategy between South Bucks DC and Chiltern DC and agree the key themes and objectives it should contain.	Healthy Communities PAG: 03.12.2015	Cabinet: 09.02.2016	N	Michael Veryard Email: mveryard@chiltern.gov.uk

HEALTHY COMMUNITIES PAG - COUNCILLOR EGLETON

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
N	Joint Private Sector Housing Strategy Consider the adoption of a joint Private Sector Housing Strategy between South Bucks DC and Chiltern DC (setting out policies to improve and maintain housing conditions in the private sector) and agree the key themes and objectives it should contain.	Healthy Communities PAG: 03.12.2015	Cabinet: 09.02.2016	N	Michael Veryard Email: mveryard@chiltern.gov.uk
N	Joint Housing Financial Assistance Policy Consider the adoption of a joint Housing Financial Assistance Policy between South Bucks DC and Chiltern DC (setting down the criteria for grants and loans to support adaptations, repairs and improvements) and agree the key themes and objectives it should contain.	Healthy Communities PAG: 03.12.2015	Cabinet: 09 02.2016	N	Michael Veryard Email: mveryard@chiltern.gov.uk
Y	Buckinghamshire Energy Strategy To advise the Portfolio Holder of the recently produced Buckinghamshire Energy Strategy.	Healthy Communities PAG: 03.12.2015	Cabinet: 09 02.2016	N	Joanna Faul Email: Joanna.Faul@southbucks.gov.uk
N	Green Deal Communities Fund Project To advise the Portfolio Holder of the outcomes and evaluation of the Green Deal Communities Fund Project.	Healthy Communities PAG: 25.02.2016	For Information	N	Joanna Faul Email: Joanna.Faul@southbucks.gov.uk

ENVIRONMENT PAG - COUNCILLOR SULLIVAN

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
Y	Beaconsfield Common Land - Policy for Control of Use of Common Land	Environment PAG: 8.12.2015	Cabinet: 17.12.2015	N	Simon Gray Email:

	To agree a policy for use of the Common Land.				Simon.Gray@southbucks.gov.uk
Y	Bring Site Review Review of current bring site facilities in order to maximise efficiency.	Environment PAG: 15.09.2015	Cabinet: 13.10.2015	N	Simone Singleton Email: Simone. singletom@ southbucks.gov.uk
N	Fixed Penalty Notices To update on implementation	Environment PAG: 15.09.2015	Cabinet: 13.10.2015	N	Elisabeth Cullen Email; Elisabeth.cullen @southbucks.gov.uk
Y	Garden Waste Collection Services 2016/17 To agree revised charges	Environment PAG: 15.09.2015	Cabinet: 13.10.2015	N	Elisabeth Cullen Email; Elisabeth.cullen @southbucks.gov.uk

RESOURCES PAG -COUNCILLOR ANTHONY

Y	River Road, Taplow To agree mooring fees.	Resources PAG: 10.12.2015	Cabinet: 17.12.2015	N	Chris Marchant Email: Chris.Marchant@ Southbucks.gov.uk
Y	Plant Maintenance Contract To update on progress.	Resources PAG: 10.12.2015	Cabinet: 17.12.2015	Y (Para 3)	Chris Marchant Email: Chris.Marchant@ Southbucks.gov.uk
N	Risk Based Verification (RBV) for Housing Benefit / Council Tax Support Consideration of RBV and adoption of Policy.	Resources PAG: 10.09.2015	Audit Committee 24.09.2015	Y (Para 7)	Nicola Ellis Email: Nicola.Ellis@ southbucks.gov.uk
N	Treasury Management Quarterly Report Quarter 1 2015/16 To report on Treasury Management performance for April - June 2015.	Resources PAG: 10.09.2015	For Information	N	Rodney Fincham Email: Rodney.Fincham@ southbucks.gov.uk
N	Application for Hardship Relief To consider an application for relief.	Resources PAG: 10.09.2015	Cabinet: 13.10.2015	Y (Para 1)	Neil Berry Email: Neil.Berry@ southbucks.gov.uk

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) a key is a decision which has income or expenditure effect of £50k or more but excludes contracts for and expenditure on repairs, maintenance and improvements works within budget provision and approved policy where the contract or expenditure has either been properly and specifically approved by or on behalf of the Cabinet or by an Officer acting under delegated powers, save where Contract Standing Orders require the Cabinet itself to authorise acceptance of a tender and such acceptance has not previously been authorised or delegated by the Cabinet.

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.

Classification: OFFICIAL

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.