

## FORWARD PLAN OF KEY DECISIONS

**Prepared by**  
**Date of Publication:**  
**For Period:**

**Cllr D P Holley**  
**17 May 2004**  
**1 June 2004 to 30 September 2004**

Membership of the Cabinet is as follows:-

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| Councillor D P Holley - Leader of the Council  | Grange House<br>Raveley Road<br>Woodwalton<br>Huntingdon PE28 5YX<br><br>Tel: 01487 773639 E-mail: <a href="mailto:Derek.Holley@huntsdc.gov.uk">Derek.Holley@huntsdc.gov.uk</a>   |
| Councillor I C Bates - Deputy Leader of the Council and Executive Councillor for Housing         | 4 Church End<br>Hilton<br>Huntingdon PE28 9NJ<br><br>Tel: 01480 830250 E-mail: <a href="mailto:Ian.Bates@huntsdc.gov.uk">Ian.Bates@huntsdc.gov.uk</a>                             |
| Councillor Mrs K P Gregory - Executive Councillor for the Environment                            | 63 Milton Avenue<br>Eaton Ford<br>St Neots PE19 7LH<br><br>Tel: 01480 356710 E-mail: <a href="mailto:Pat.Gregory@huntsdc.gov.uk">Pat.Gregory@huntsdc.gov.uk</a>                   |
| Councillor R L Clarke - Executive Councillor for Service Delivery                                | 5 Hall Close<br>Little Paxton<br>St Neots PE19 6QS<br><br>Tel: 01480 388952 E-mail: <a href="mailto:Robert.Clarke@huntsdc.gov.uk">Robert.Clarke@huntsdc.gov.uk</a>                |
| Councillor Mrs J Chandler - Executive Councillor for Leisure                                     | 28 Beech Drive<br>St Ives<br>Cambs PE27 6UB<br><br>Tel: 01480 388925 E-mail: <a href="mailto:Jean.Chandler@huntsdc.gov.uk">Jean.Chandler@huntsdc.gov.uk</a>                       |
| Councillor L M Simpson - Executive Councillor for Resources & Welfare and Information Technology | 45 Devoke Close<br>Stukeley Meadows<br>Huntingdon<br>Cambs PE29 6XE<br><br>Tel: 01480 388946 E-mail: <a href="mailto:Mike.Simpson@huntsdc.gov.uk">Mike.Simpson@huntsdc.gov.uk</a> |
| Councillor N J Guyatt - Executive Councillor for Planning Strategy                               | 6 Church Lane<br>Stibbington<br>Cambs PE8 6LP<br><br>Tel: 01780 782827 E-mail: <a href="mailto:Nick.Guyatt@huntsdc.gov.uk">Nick.Guyatt@huntsdc.gov.uk</a>                         |

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| Councillor T V Rogers – Executive Councillor for Finance | Honeysuckle Cottage<br>34 Meadow Lane<br>Earith<br>Huntingdon PE28 3QE<br>Tel: 01487 840477 E-mail: <a href="mailto:Terence.Rogers@huntsdc.gov.uk">Terence.Rogers@huntsdc.gov.uk</a> |
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Any person who wishes to make representations to the decision maker about a decision which is to be made may do so by contacting the Senior Democratic Services Officer, Mrs Helen Taylor on 01480 38808 or E-mail: [Helen.Lack@huntsdc.gov.uk](mailto:Helen.Lack@huntsdc.gov.uk) not less than 14 days prior to the date when the decision is to be made.

The documents available may be obtained by contacting the relevant officer shown in this plan who will be responsible for preparing the final report to be submitted to the decision maker on the matter in relation to which the decision is to be made. Similarly any enquiries as to the subject or matter to be tabled for decision or on the availability of supporting information or documentation should be directed to the relevant officer.

Roy Reeves  
Head of Administration

Notes:- (i) Additions/significant changes from the previous Forward are annotated \*\*\*  
(ii) For information about how representations about the above decisions may be made please see the Council's Petitions Procedure at [http://www.huntsdc.gov.uk/central\\_serv/Documents/Petitions%20leaflet.pdf](http://www.huntsdc.gov.uk/central_serv/Documents/Petitions%20leaflet.pdf) or telephone 01480 388006

| Subject/Matter for Decision                          | Decision/recommendation to be made by | Date decision to be taken | Documents Available   | How relevant Officer can be contacted   | Consultation   | Relevant Portfolio Holder (CIr) | Relevant Overview & Scrutiny Panel                      |
|--|---------------------------------------|---------------------------|---|---|--|---------------------------------|---|
| Social Housing Grant for Affordable Housing          | Cabinet                               | 24 Jun 2004               | Office of Deputy Prime Minister Communities Plan South East: Correspondence to and from GO-East | Frank Mastrandrea, Policy and Enabling Officer Tel No 01480 388208 or e-mail <a href="mailto:Frank.Mastrandrea@huntsdc.gov.uk">Frank.Mastrandrea@huntsdc.gov.uk</a> |  | I C Bates                       | Service Delivery and Resources                          |
| Best Value Performance Plan/Update of Corporate Plan | Cabinet                               | 24 Jun 2004               | Draft BVPP Corporate Plan   | Ian Leatherbarrow, Head of Policy Tel No 01480 388005 or e-mail <a href="mailto:Ian.Leatherbarrow@huntsdc.gov.uk">Ian.Leatherbarrow@huntsdc.gov.uk</a>              | Draft BVPP circulated to all households in March<br><br>Overview and Scrutiny Panels | D P Holley                      | Service Delivery and Resources and Planning and Finance |

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| Customer First Funding Request 2: Capital Funding for hardware/software required to link to Cambridgeshire Direct | Cabinet                               | 24 Jun 2004               | Previous Cabinet Papers - 4.3.04<br><br>Customer Service Strategy | Chris Hall, Customer First Programme Manager Tel No. 01480 388116 or e-mail Chris.Hall@huntsdc.gov.uk   | Customer Survey during development of Customer Service Strategy/<br><br>Technical Infrastructure Project Board | L M Simpson                     | Service Delivery and Resources     |
| LTP Annual Progress Report  | Cabinet                               | 24 Jun 2004               | Local Transport Plan  | Stuart Bell, Transportation Team Leader Tel No 01480 388387 or e-mail Stuart.Bell@huntsdc.gov.uk  | Consultation undertaken by Cambridgeshire County Council   | N J Guyatt                      | Planning and Finance               |
| Staff Travel Plan   | Cabinet                               | 24 Jun 2004               | Car Parking Strategy/Staff Travel Plan March 1999                 | Richard Preston, Head of Environment and Transport Tel No 01480 388340 or e-mail Richard.Preston@huntsdc.gov.uk   | Staff Survey   | N J Guyatt                      | Planning and Finance               |
| Customer First - Funding Request 1: Revenue Spending for the lease of Speke House                                 | Cabinet                               | 24 Jun 2004               | Previous Cabinet Papers - 4.3.04<br><br>Customer Service Strategy | Chris Hall, Customer First Programme Manager Tel No 01480 388116 or e-mail Chris.Hall@huntsdc.gov.uk  | Customer Survey during development of Customer Service Strategy/<br><br>People and Facilities Project Board    | L M Simpson                     | Service Delivery and Resources     |
| Customer First - Terms of the Agreement for the Leasing of Speke House  | Cabinet                               | 24 Jun 2004               | Contact Centre Location Paper<br><br>Customer Service Strategy    | Matt Hinton, Business Analyst Tel No 01480 388196 or e-mail Matt.Hinton@huntsdc.gov.uk and Chris Hall, Customer First Programme Manager Tel No 01480 388116 or e-mail Chris.Hall@huntsdc.gov.uk | Chief Officers Management Team<br><br>Corporate Strategic Advisory Group<br><br>Customer First Programme Board | L M Simpson                     | Service Delivery and Resources     |

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|--|---|----------------------------------|---|--|--|---|---|
| Moorhouse Church, Moorhouse Drive, Huntingdon***             | Cabinet                                       | 15 Jul 2004                      | None.   | Keith Phillips, Estates Manager and Property Manager Tel No 01480 388260 or e-mail Keith.Phillips@huntsdc.gov.uk   | As part of planning consent required               | L M Simpson                             | Service Delivery and Resources                |
| Land at Breach Road, Grafham and land at Holmewood, Holme*** | Cabinet                                       | 15 Jul 2004                      | Planning consents dated 9th and 17th June 2003  | Keith Phillips, Estates Manager and Property Manager Tel No 01480 388260 and Frank Mastrandrea, Policy and Enabling Officer Tel No 01480 388204 or e-mail Frank.Mastrandrea@huntsdc.gov.uk | Part of planning process                           | L M Simpson                             | Service Delivery and Resources                |
| Hemingford Grey - Flood Protection Scheme***                 | Cabinet                                       | 15 Jul 2004                      | Environment Agency Report   | Richard Preston, Head of Environment and Transport Tel No 01480 388340 or e-mail Richard.Preston@huntsdc.gov.uk  |  | Mrs K P Gregory                         | Planning and Finance                          |
| Food Safety Enforcement Plan 2004***                         | Cabinet                                       | 15 Jul 2004                      | Supporting Framework Agreement - Local Authority Food Law Enforcement issued by Food Standards Agency | Chris Lloyd, Commercial Services Manager Tel No. 01480 388290 or e-mail Chris.Lloyd@huntsdc.gov.uk   | Licensing and Protection Panel                     | Mrs K P Gregory                         | Planning and Finance                          |
| Public Conveniences - Agency Arrangements                    | Cabinet                                       | 15 Jul 2004                      | Correspondence with Town Councils   | Richard Preston, Head of Environment and Transport Tel No 01480 388340 or e-mail Richard.Preston@huntsdc.gov.uk  | Consultation with Town Councils                    | R L Clarke                              | Service Delivery and Resources                |
| Financial Forecast   | Cabinet                                       | 15 Jul 2004                      | Report  | Steve Couper, Head of Financial Services Tel No 01480 388103 or e-mail Steve.Couper@huntsdc.gov.uk   | Overview and Scrutiny Panel (Planning and Finance) | T V Rogers                              | Planning and Finance                          |

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|---|---|----------------------------------|--|--|--|--|---|
| Land at Parkway, Hinchingsbrooke  | Cabinet                                       | 15 Jul 2004                      | Previous Cabinet Papers - 15.11.01                 | Keith Phillips, Estates Manager and Property Manager Tel No 01480 388260 or e-mail Keith.Phillips@huntsdc.gov.uk |  | L M Simpson                            | Service Delivery and Resources                |
| Asset Management Plan   | Cabinet                                       | 15 Jul 2004                      | Previous Cabinet Papers - 10.7.03                  | Keith Phillips, Estates Manager and Property Manager Tel No 01480 388260 or e-mail Keith.Phillips@huntsdc.gov.uk |  | L M Simpson                            | Service Delivery and Resources                |
| Oxmoor Property Implications  | Cabinet                                       | 15 Jul 2004                      | Previous Cabinet Papers - 29.1.04                  | Keith Phillips, Estates Manager and Property Manager Tel No 01480 388260 or e-mail Keith.Phillips@huntsdc.gov.uk |  | L M Simpson                            | Service Delivery and Resources                |
| Highways Agency - Termination   | Cabinet                                       | 15 Jul 2004                      | Existing Agency Agreements - Notice of Termination | Richard Preston, Head of Environment and Transport Tel No 01480 388340 or e-mail Richard.Preston@huntsdc.gov.uk  |  | R L Clarke                             | Service Delivery and Resources                |
| Critical Ordinary Watercourses  | Cabinet                                       | 15 Jul 2004                      | Letter from Environment Agency                     | Chris Allen, Project and Assets Manager Tel No 01480 388380 or e-mail Chris.Allen@huntsdc.gov.uk                 |  | Mrs K P Gregory                        | Planning and Finance                          |
| BVR - Access to Services  | Cabinet                                       | 15 Jul 2004                      | None.  | Ian Leatherbarrow, Head of Policy Tel No. 01480 388005 or e-mail Ian.L Leatherbarrow@huntsdc.gov.uk              |  | L M Simpson                            | Planning and Finance                          |
| Trade Waste Collection Services - Proposed changes to delivery arrangements | Cabinet                                       | 15 Jul 2004                      | None.  | Robert Ward, Head of Operations Tel No 01480 388635 or e-mail Robert.Ward@huntsdc.gov.uk                         | Service Users/<br>Private Sector Companies | R L Clarke                             | Service Delivery and Resources                |

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|---|--|---------------------------|---|--|---|----------------------------------|------------------------------------|
| Waste PFI Governance and Procurement Issues   | Cabinet                                | 15 Jul 2004               | None.   | Richard Preston, Head of Environment and Transport Tel No 01480 388340 or e-mail Richard.Preston@huntsdc.gov.uk  | DEFRA Decision Report of Officer Working Party  | Mrs K P Gregory                  | Service Delivery and Resources     |
| Customer First - Funding Request 3: Appointment of Contact Centre Management and 1 or 2 Support Staff | Cabinet                                | 15 Jul 2004               | Previous Cabinet Papers - 4.3.04<br>Customer Service Strategy | Chris Hall, Customer First Programme Manager Tel No 01480 388116 or e-mail Chris.Hall@huntsdc.gov.uk   | Customer Survey during development of Customer Service Strategy/<br><br>People and Facilities Project Board | L M Simpson                      | Service Delivery and Resources     |
| New A14   | Cabinet                                | 15 Jul 2004               | Chumms Final Report - August 2001                             | Richard Preston, Head of Environment and Transport Tel No 01480 388340 or e-mail Richard.Preston@huntsdc.gov.uk and Stuart Bell, Transportation Team Leader Tel No 01480 388387 or e-mail Stuart.Bell@huntsdc.gov.uk |   | N J Guyatt                       | Planning and Finance               |
| West of Town Centre Progress Report   | Cabinet                                | 15 Jul 2004               | None.   | Richard Probyn, Planning Policy Manager Tel No. 01480 388430 or e-mail Richard Probyn@huntsdc.gov.uk   |   | N J Guyatt                       | Planning and Finance               |
| Ramsey Area Action Plan   | Cabinet                                | 15 Jul 2004               | None.   | Richard Probyn, Planning Policy Manager Tel No 01480 388430 or e-mail Richard.Probyn@huntsdc.gov.uk  | Ramsey Area Partnership   | N J Guyatt                       | Planning and Finance               |

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| Revision of Conservation Area Boundaries for Huntingdon/ Godmanchester/St Ives/Houghton & Wyton/Hemingford Grey | Cabinet                                | 15 Jul 2004               | None.  | Richard Probyn, Planning Policy Manager<br>Tel No 01480 388430 or e-mail<br>Richard.Probyn@huntsdc.gov.uk             | Consultation, post decision          | N J Guyatt                       | Planning and Finance               |
| Financial Strategy***   | Cabinet                                | 2 Sep 2004                | Related reports on public consultation, policy on fees & charges and the base review | Steve Couper, Head of Financial Services<br>Tel No 01480 388103 or e-mail<br>Steve.Couper@huntsdc.gov.uk              | Overview and Scrutiny Panels         | T V Rogers                       | Planning and Finance               |
| Public Conveniences - Future Programme***   | Cabinet                                | 2 Sep 2004                | None.  | Richard Preston, Head of Environment and Transport<br>Tel No 01480 388340 or e-mail<br>Richard.Preston@huntsdc.gov.uk | Budget Priorities Consultation       | R L Clarke                       | Service Delivery and Resources     |
| Car Parking Strategy - Delivery Programme   | Cabinet                                | 2 Sep 2004                | None.  | Richard Preston, Head of Environment and Transport<br>Tel No 01480 388340 or e-mail<br>Richard.Preston@huntsdc.gov.uk | Budget/Priorities Consultation       | N J Guyatt                       | Planning and Finance               |
| St Ives Residential Allocations Design Frameworks and Gap Study   | Cabinet                                | 2 Sep 2004                | None.  | Richard Probyn, Planning Policy Manager<br>Tel No 01480 388430 or e-mail<br>Richard.Probyn@huntsdc.gov.uk             | Consultation on draft, post decision | N J Guyatt                       | Planning and Finance               |

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| Review of Charging Policy***                     | Cabinet                                | 23 Sep 2004               | Papers of Scrutiny Sub-Committee<br><br>Existing Charges<br><br>Statutory instructions sent out for charges | David Oliver, Corporate Director, Commerce and Technology Tel No 01480 388101 or e-mail David.Oliver@huntsdc.gov.uk | Public consultation on spending       | T V Rogers                       | Planning and Finance               |
| Huntingdonshire Design Guide***                  | Cabinet                                | 23 Sep 2004               | None.   | Richard Probyn, Planning Policy Manager Tel No 01480 388430 or e-mail Richard.Probyn@huntsdc.gov                    |                                       | N J Guyatt                       | Planning and Finance               |
| Local Development Scheme                         | Cabinet                                | 23 Sep 2004               | None.   | Dr Michael Bingham, Policy Team Leader Tel No 01480 388431 or e-mail Michael,Bingham@huntsdc.gov.uk                 | Draft consultation work Go-East       | N J Guyatt                       | Planning and Finance               |
| Conservatories - Supplementary Planning Guidance | Cabinet                                | 23 Sep 2004               | None.   | Richard Probyn, Planning Policy Manager Tel No 01480 388430 or e-mail Richard.Probyn@huntsdc.gov.uk                 | Consultation on draft, post decision  | N J Guyatt                       | Planning and Finance               |
| Ramsey Conservation Area Statement               | Cabinet                                | 23 Sep 2004               | None.   | Richard Probyn, Planning Policy Manager Tel No 01480 388430 or e-mail Richard.Probyn@huntsdc.gov.uk                 | Consultation on draft, post decisions | N J Guyatt                       | Planning and Finance               |