

THE FOUR MONTH FORWARD PLAN

1 November 2011 to 29 February 2012



PLYMOUTH
CITY COUNCIL

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The Forward Plan is published monthly

PLYMOUTH CITY COUNCIL FORWARD PLAN OF KEY DECISIONS

What is the Forward Plan?

The Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 require the Leader to prepare a Forward Plan to cover a period of four months. The Forward Plan contains **key decisions** that the Leader believes are to be taken within this period. It describes the nature of the decision, who is the decision maker, the period in which the decision will be taken, those whom the decision taker proposes to consult, the steps any individual may take who wishes to make representations to the decision maker and a list of background papers considered by the decision taker in respect of the key decision.

What is a Key Decision?

A **key decision** is –

- (a) Any decision in relation to an Executive function which results in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the local authority's budget for the service or function to which the decision relates;

or

- (b) Any decision that is likely to have a significant impact on two or more wards within the Council.

The threshold for significant expenditure / savings is £2 million for the award of contracts and £500,000 for all other matters.

The Cabinet cannot consider key decisions if they have not been included within the Forward Plan unless they fall within the two exceptions set out at paragraph 15 & 16 of the Regulations, namely:

REGULATION 15. GENERAL EXCEPTION

If a matter which is likely to be a key decision has not been included in the forward plan, then subject to Regulation 16 (special urgency), the decision may still be taken if:

- (a) the decision must be taken by such a date that it is impracticable to defer the decision until it has been included in the next forward plan and until the start of the first month to which the next forward plan relates;
- (b) the monitoring officer has informed the Chair of a relevant Scrutiny Panel, or if there is no such person, each member of that panel in writing, by notice, of the matter to which the decision is to be made;
- (c) the Monitoring Officer has made copies of that notice available to the public at the offices of the Council; and
- (d) at least 5 working days have elapsed since the Monitoring Officer complied with (a) and (b).

Where such a decision is taken by a committee, it must be taken in public.

REGULATION 16. SPECIAL URGENCY

Where the date by which a decision must be taken under Regulation 15 (general exception) cannot be followed, then the decision can only be taken if the decision taker obtains the agreement of the Chair of the Overview and Scrutiny Management Board, that the taking of the decision is urgent and that it cannot reasonably be deferred. If there is no Chair of the Overview and Scrutiny Management Board (or in his/her absence), then the agreement can be obtained from the Lord Mayor, or in both their absences, from the Deputy Lord Mayor.

The Forward Plan does not need to refer to exempt information and confidential information cannot be included.

What is the Budget and Policy Framework?

This is a reference to the Council's policy framework and is made up of a series of Statutory Plans and Strategies listed as below:

Corporate Plan	All Our Futures
Children and Young People's Plan	Capital Strategy and Asset Management Plan
Licensing Authority Policy Statement – Gambling Act 2005	Housing Strategy
Local Development Framework (Documents)	Investment in Children (comprising Strategy for Change and Building Schools for the Future)
Local Transport Plan	Plymouth Economic Strategy
Sustainable Community Strategy	Waste Management Strategy
Youth Justice Plan	

What does the Forward Plan tell me?

The Plan gives information about:

- what key decisions are coming forward in the next four months
- when those key decisions are likely to be made
- who will make those decisions
- what consultation will be undertaken
- who you can make representations to, and how
- what documents can you ask for, and when
- who you can contact for further information

Who takes Key Decisions?

Under the Council's Constitution most key decisions are taken at public meetings of either the City Council or the Cabinet and these bodies are presently scheduled to meet on the following dates:

	November 2011	December 2011	January 2012	February 2012
City Council Council House (2 pm)	-	5 December	30 January	27 February
Cabinet Council House (2pm)	15 November	13 December	17 January	7 February

Who can I contact?

Each entry in the Plan indicates the names of all the relevant people to contact about that particular item. In addition, the last page of the Forward Plan gives a complete list of all Members of the City Council, the Leader/Executive Members and the Chief Executive/ Executive Directors.

How do I make contact?

Wherever possible, full contact details are listed in the individual entries in the Forward Plan. If you are unsure how to make contact, please ring the City Council and staff will be able to assist you: Telephone 01752 668000.

How do I get copies of agenda papers?

The agenda papers for City Council and Cabinet meetings are usually available five working days before the meeting and can be accessed on the Council's website: www.plymouth.gov.uk/modgov.

On occasions, the papers you request may contain exempt or confidential information. If this is the case, it will be explained why it will not be possible to make copies available.

How can I get copies of the Plan?

Copies of the Plan are available for inspection at reasonable hours, free of charge, at the Plymouth City Council offices. The Plan is updated monthly on:

2011
10 November
8 December
2012
12 January
9 February
15 March
12 April

Copies are also available on the City Council's website: www.plymouth.gov.uk/modgov.

General

If you have any questions or comments about the Plan, we would positively welcome them and would ask that you send them direct to the contact officer named at the start of the Plan. Please also let us know if you have any difficulty in accessing a copy of the Plan or any of the documents referred to therein.

THE FOUR MONTH FORWARD PLAN

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* These items appear in the Forward Plan for the first time.

**INFORMATION AND ADVICE SERVICES FRAMEWORK
DATE FIRST INCLUDED IN THE FP: 16 SEPTEMBER 2011**

Nature of the decision:

To agree a framework for information and advice services to guide future provision of these services, and to update the Financial Inclusion Strategy 2009-12, and better align the provision of financial information and advice with other advice-giving services.

Who will make the decision? Cabinet (on the recommendation of the Leader and Councillor Monahan)

Timing of the decision? 15 November 2011

Who will be consulted and how?

Persons to be consulted with:

Officers from Adult Social Care, Children's Services, Customer Services, NHS Plymouth, Housing, and Corporate Support
Local service delivery organisations
Customers
Customer and Communities Overview and Scrutiny Panel

Process to be used:

Discussions
Meetings
Customer event

Information to be considered by the decision makers:

'Information and Advice Services Framework' proposal
Financial Inclusion Strategy (2009-12)
Adult Social Care Market Position Statement
recommendations from Customer and Communities Overview and Scrutiny Panel
feedback from consultation.

Documents to be considered when the decision is taken

as above for decision makers

Representations: In writing by 31 October 2011 to -

1. Director for Community Services;
2. Councillor Mrs Pengelly (Leader);
3. Councillor Monahan (Cabinet Member) .

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents: For further information contact:
Jo Hambly, Financial and Social Inclusion Officer
Email: jo.hambly@plymouth.gov.uk Tel: 01752 304321

SITE PROPOSAL TO SUPPORT DELIVERY OF NEW AND AFFORDABLE HOUSING
DATE FIRST INCLUDED IN THE PLAN: 16 SEPTEMBER 2011

Nature of the decision:

To agree to the disposal and use of named City Council owned sites (formerly referred to as Local Housing Company allocated sites) to support the delivery of new and affordable housing; disposal to follow a compliant EU procurement process.

Who will make the decision? Cabinet (on the recommendation of Councillor Fry)

Timing of the decision? 15 November 2011

Who will be consulted and how?

Persons to be consulted with:

Heads of Service for Planning, Economic Development, Finance and Legal Services
Head of Capital and Assets and Product Portfolio Manager – Finance, Assets and Efficiency.

Process to be used:

Internal officers are consulted through internal meetings and membership of Project Team. Capital Delivery Board to consider contract award report.

Information to be considered by the decision makers:

Cabinet Report

Documents to be considered when the decision is taken

Cabinet Report including site packages
Plymouth Growth Fund Cabinet report – 29 March 2011

Representations: In writing by 31 October 2011 to -

1. Director for Development and Regeneration;
2. Councillor Fry (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Nick Carter, Housing Strategy and Development Manager
Email: nick.carter@plymouth.gov.uk Tel: 01752 307583

**VISITOR PLAN FOR PLYMOUTH
DATE FIRST INCLUDED IN THE FP: 14 APRIL 2011**

Nature of the decision:

To adopt the Visitor Plan for Plymouth

Who will make the decision? Cabinet (on the recommendation of Councillor Fry)

Timing of the decision? 15 November 2011

Who will be consulted and how?

Persons to be consulted with:

- Destination Plymouth; Plymouth Waterfront Partnership; Plymouth City Centre Company; Head of Strategic Marketing – Positively Plymouth
- Culture Board
- Economic Development, Leisure, Strategic Planning, Transport
- University of Plymouth; Plymouth Chamber of Commerce; Plymouth Area Business Council
- Transport Operators
- Visit England
- Plymouth Naval Base Visitor Centre Company and Naval Base Commander
- Growth and Prosperity Overview and Scrutiny Panel

Process to be used:

The draft report to be circulated to all the above consultees and presentations on the Visitor Plan will be made to Members of Plymouth City Council and separate presentations to Destination Plymouth, the Culture Board and the Naval Base Visitor Centre Company, at time to be agreed during and at the completion of the programme

Information to be considered by the decision makers:

The Visitor Plan, together with associated Business and Marketing Plans for Destination Plymouth

Recommendations of the Growth and Prosperity Overview and Scrutiny Panel

Documents to be considered when the decision is taken

As above for decision maker

Representations: In writing by 31 October 2011 to -

1. Director for Development and Regeneration;
2. Councillor Fry (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Patrick Knight, Head of Place Management

Email: patrick.knight@plymouth.gov.uk Tel: 01752 304472

**BUSINESS IMPROVEMENT DISTRICT FOR PLYMOUTH WATERFRONT
DATE FIRST INCLUDED IN THE FP: 13 OCTOBER 2011**

Nature of the decision:

To Support a Business Improvement District for Plymouth Waterfront

Who will make the decision? Cabinet (on the recommendation of Councillor Fry)

Timing of the decision? 15 November 2011

Who will be consulted and how?

Persons to be consulted with:

Business community in the Waterfront BID area
Destination Plymouth, Plymouth City centre Company
Economic Development, Leisure, Strategic Planning and Transport

Process to be used:

The BID Business Plan Summary to be circulated to all of the business community in the Waterfront BID area and is also available on the Plymouth Waterfront BID website. Businesses within the area will then vote to agree to have a Business Improvement District for the Waterfront area.

Information to be considered by the decision makers:

What is going to be presented to the decision maker? Plymouth Waterfront BID Business Plan

Documents to be considered when the decision is taken

Written committee report and Plymouth Waterfront BID Business Plan

Representations: In writing by 31 October 2011 to -

1. Assistant Director for Economic Development;
2. Councillor Fry (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Patrick Knight, Head of Place Management

Email: patrick.knight@plymouth.gov.uk Tel: 01752 304472

**COMMUNITY INFRASTRUCTURE LEVY: DRAFT CHARGING SCHEDULE
DATE FIRST INCLUDED IN THE FP: 13 OCTOBER 2011**

Nature of the decision:

To approve the publication of and submission process in relation to the Community Infrastructure Levy (CIL) Draft Charging Schedule.

Who will make the decision? Cabinet (on the recommendation of Councillor Fry)

Timing of the decision? Between 17 January 2012 and 27 February 2012

Who will be consulted and how?

Persons to be consulted with:

Public, private and third-sector organisations and groups.

Local community.

Land owners, businesses and developers.

Other stakeholder groups.

Process to be used:

Range of consultation methods, including statutory notices, in accordance with the Statement of Community Involvement and statutory requirements.

Information to be considered by the decision makers:

Consultation responses received in relation to the Preliminary Draft Charging Schedule.
Evidence base reports.

Documents to be considered when the decision is taken

Report to Cabinet

- Evidence base reports on development viability
- Evidence base reports on funding gap analysis
- Schedule of consultation responses received in relation to Preliminary Draft Charging Schedule
- Plymouth Core Strategy April 2007
- Planning Obligations and Affordable Housing Supplementary Planning Document – First Review August 2010
- CIL Regulations 2010 (as amended) and Communities and Local Government guidance notes

Representations: In writing by 23 December 2011 to -

1. Assistant Director of Development and Regeneration (Planning Services);
2. Councillor Fry (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Jonathan Bell, Head of Development Planning
Email: jonathan.bell@plymouth.gov.uk Tel: 01752 304353

**LOCAL DEVELOPMENT FRAMEWORK: HOE AND EAST END
SUSTAINABLE NEIGHBOURHOODS CONSULTATION
DATE FIRST INCLUDED IN THE FP: 13 OCTOBER 2011**

Nature of the decision:

To approve the publication for consultation purposes of issues and options pamphlets for the Hoe and East End, as part of the process of reviewing the Local Development Framework Core Strategy.

Who will make the decision? Cabinet (on the recommendation of Councillor Fry)

Timing of the decision? Between 17 January 2012 and 27 February 2012

Who will be consulted and how?

Persons to be consulted with:

Public, private and third-sector organisations and groups.

Waterfront Partnership.

Local community, land owners and businesses (including representative groups).

Other stakeholder groups.

Process to be used:

Range of consultation methods, including statutory notices, in accordance with the Statement of Community Involvement and statutory requirements.

Information to be considered by the decision makers:

Results of previous consultation exercises on the Local Development Framework
Relevant Local Development Framework and other evidence base reports

Documents to be considered when the decision is taken

Report to Cabinet

- Hoe & East End Issues & Options reports and consultation responses
- Local Development Framework Core Strategy
- Relevant Local Development Framework and other evidence base reports (housing, employment, retail, visitor economy, transport, green space, heritage etc)
- Local Development Scheme
- Hoe Conservation Area Appraisal and Management Plan
- Plymouth Waterfront Partnership Business Plan
- Plymouth Infrastructure Needs Assessment
- Local Transport Plan 3
- Local Housing Strategy
- Local Economic Strategy

Representations: In writing by 23 December 2011 to -

1. Assistant Director of Development and Regeneration (Planning Services);
2. Councillor Fry (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Jonathan Bell, Head of Development Planning

Email: jonathan.bell@plymouth.gov.uk Tel: 01752 304353

LOCAL DEVELOPMENT FRAMEWORK: PLANNING OBLIGATIONS AND AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT SECOND REVIEW
DATE FIRST INCLUDED IN THE FP: 13 OCTOBER 2011

Nature of the decision:

To approve the publication for consultation purposes of the Planning Obligations and Affordable Housing Supplementary Planning Document Second Review.

Who will make the decision? Cabinet (on the recommendation of Councillor Fry)

Timing of the decision? Between 17 January 2012 and 27 February 2012

Who will be consulted and how?

Persons to be consulted with:

Public, private and third-sector organisations and groups.

Local community.

Land owners, businesses & developers.

Other stakeholder groups.

Process to be used:

Range of consultation methods, including statutory notices, in accordance with the Statement of Community Involvement and statutory requirements.

Information to be considered by the decision makers:

Consultation responses received in relation to the Preliminary Draft Charging Schedule for the Community Infrastructure Levy.

Evidence base reports.

Documents to be considered when the decision is taken

Report to Cabinet

- Evidence base reports on development viability
- Schedule of consultation responses received in relation to Preliminary Draft Charging Schedule
- Plymouth Core Strategy April 2007
- Local Development Scheme July 2011
- Planning Obligations and Affordable Housing Supplementary Planning Document – First Review August 2010.
- Community Infrastructure Levy Regulations 2010 (as amended) and Communities and Local Government guidance notes

Representations: In writing by 23 December 2011 to -

1. Assistant Director of Development and Regeneration (Planning Services);
2. Councillor Fry (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Jonathan Bell, Head of Development Planning

Email: jonathan.bell@plymouth.gov.uk Tel: 01752 304353

COUNCIL TAX BASE 2012/13
DATE FIRST INCLUDED IN THE FP: 13 OCTOBER 2011

Nature of the decision:

The Cabinet will be requested to give approval to the Council Tax Base, which will be used as the basis for setting the Council Tax level for 2012/13

Who will make the decision? Cabinet (on the recommendation of Councillor Bowyer)

Timing of the decision? 13 December 2011

Who will be consulted and how?

Persons to be consulted with:

The Council Tax base is calculated as part of a statutory process, based on data relating to the council tax property base. Consultation is not applicable.

Process to be used:

Not applicable

Information to be considered by the decision makers:

1. The regulations governing the calculation of the tax base (Local Authorities Calculation of Tax Base) Regulations 1992;
2. The tax base report;
3. The level of estimated collection rate and the option to vary the discounts given on second homes and empty properties.

Documents to be considered when the decision is taken

as above for decision makers

Representations: In writing by 28 November 2011 to -

1. Assistant Director of Finance, Assets and Efficiencies ;
2. Councillor Bowyer (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Martine Collins, Council Tax Manager

Email: martine.collins@plymouth.gov.uk Tel: 01752 305413

**PLYMOUTH'S LOCAL CARBON FRAMEWORK
DATE FIRST INCLUDED IN THE FP: 9 JUNE 2011**

Nature of the decision:

The Local Carbon Framework is citywide strategic 'plan' that sets out a series of recommendations for future action related to the reduction of the city's carbon footprint, the establishment of low carbon economy and the continuing need to tackle the impacts of climate change. It builds on the city's existing Climate Change Action Plan 2009/2011.

Approval of the Framework's content, including the recommendations, is required before the document is presented to the Board of the Local Strategic Partnership

Who will make the decision? Cabinet (on the recommendation of Councillor Michael Leaves)

Timing of the decision? 17 January 2012

Who will be consulted and how?

Persons to be consulted with:

The Carbon Framework builds on existing consultation and development is led by the city's Climate Change Commission members. Interactive consultation has been undertaken with a wide range of specialists and experts, local communities, the business and academic sectors and individuals since March 2010. In addition, the three commissioned studies will have drawn from interaction with the Marketing Works Behavioural Change Study drawing specifically on focus groups and interviews. Consultees and partners in this project include the Universities of Plymouth and Exeter, the Chamber of Commerce and Industry, Better Together, the Met Office, the Youth Parliament, the Plymouth Marine Sciences Partnership and a wide range of individuals

Process to be used:

Between March 2010 and July 2011 a number of interactive events have been completed. These including the Marketing Works focus groups, public and staff room surveys, promotional events and meetings. In each case the feedback of this partnership led Framework has been fed back in to the information making up the text. The interaction has also been used to clarify the scientific data required to support the evidence for this Framework

Information to be considered by the decision makers:

Surveys, policies and the Local Carbon Framework

Documents to be considered when the decision is taken

Report and supporting appendices - report introducing the Framework document

Representations: In writing by 23 December 2011 to -

1. Director for Corporate Support;
2. Councillor Michael Leaves (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Jackie Young, Sustainable Development Officer

Email: jackie.young@plymouth.gov.uk Tel: 01752 304220

**EVENTS ON THE PUBLIC HIGHWAY POLICY
DATE FIRST INCLUDED IN THE FP: 12 AUGUST 2011**

Nature of the decision:

To approve the draft Events on the Public Highway Policy.

Who will make the decision? Cabinet (on the recommendation of Councillor Wigans)

Timing of the decision? 13 December 2011

Who will be consulted and how?

Persons to be consulted with:

Assistant Director (Culture, Sport and Leisure), City Centre Manager and Democratic and Member Support Manager, all of whom have recently organised road closures for events on the public highway.

Process to be used:

The draft report and associated documents to be circulated to all the above consultees for comment.

Information to be considered by the decision makers:

1. Draft Events on the Public Highway Policy
2. Overview and Scrutiny Management Board Task and Finish Group Scrutiny Review - Review of Community Events and Road Closure Policy October 2010

Documents to be considered when the decision is taken

as above for decision makers

Representations: In writing by 28 November 2011 to -

1. Director for Development and Regeneration;
2. Councillor Wigans (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Ian Ellis, Assistant Network Manager

Email: ian.ellis@plymouth.gov.uk Tel: 01752 307801

**CONTRACT AWARD: SUPPORTED LIVING SERVICES ADULTS WITH A LEARNING DISABILITY AND WHO HAVE COMPLEX NEEDS
DATE FIRST INCLUDED IN THE FP: 13 OCTOBER 2011**

Nature of the decision:

The Cabinet will be requested to give approval to award a number of contracts operating within a framework for the provision of support, enablement and care services for people who have a learning disability and complex needs for a period of 3 years with the option to extend for a further year.

The contracts allow for client choice in accordance with the personalisation agenda.

Who will make the decision? Cabinet (on the recommendation of Councillor Monahan)

Timing of the decision? 17 January 2012

Who will be consulted and how?

Persons to be consulted with:

Strategic Procurement Manager
Senior Specialist Procurement Lawyer
Finance Client Manager

Process to be used:

Sign off of contract award report including evaluation criteria

Information to be considered by the decision makers:

Cabinet report

Documents to be considered when the decision is taken

Cabinet report

Representations: In writing by 23 December 2011 to -

1. Director for Community Services;
2. Councillor Monahan (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Claire Hodgkins, Supporting People Project Manager

Email: claire.hodgkins@plymouth.gov.uk Tel: 01752 307074

**CONTRACT AWARD: SUPPORTED LIVING SERVICES ADULTS WITH A LEARNING DISABILITY AND WHO ARE AT RISK OF PERPETRATING HARMFUL BEHAVIOUR
DATE FIRST INCLUDED IN THE FP: 13 OCTOBER 2011**

Nature of the decision:

The Cabinet will be requested to give approval to award a number of contracts operating within a framework for the provision of support, enablement and care services for people who have a learning disability and are at risk of perpetrating harmful behaviour for a period of 3 years with the option to extend for a further year.

The contracts allow for client choice in accordance with the personalisation agenda.

Who will make the decision? Cabinet (on the recommendation of Councillor Monahan)

Timing of the decision? 17 January 2012

Who will be consulted and how?

Persons to be consulted with:

Strategic Procurement Manager
Senior Specialist Procurement Lawyer
Finance Client Manager

Process to be used:

Sign off of contract award report including evaluation criteria

Information to be considered by the decision makers:

Cabinet report

Documents to be considered when the decision is taken

Cabinet report

Representations: In writing by 23 December 2011 to -

1. Director for Community Services;
2. Councillor Monahan (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Claire Hodgkins, Supporting People Project Manager
Email: claire.hodgkins@plymouth.gov.uk Tel: 01752 307074

**HOUSING PLAN 2012 - 2017 CONSULTATION DRAFT
DATE FIRST INCLUDED IN THE FP: 16 SEPTEMBER 2011**

Nature of the decision:

To consider and approve a consultation draft of the emerging Housing Plan 2012 – 2017 which considers four key housing themes as the basis of strategic housing activity that contributes to delivering the shared vision and priorities of the City and Council. Approval of the plan's content, aims and objectives is required before it is taken out to public and wider stakeholder consultation.

(Note: this item is a voluntary addition to the Forward Plan. The decision is not a Key Decision)

Who will make the decision? Cabinet (on the recommendation of Councillor Fry)

Timing of the decision? 13 December 2011

Who will be consulted and how?

Persons to be consulted with:

The consultation draft of the Housing Plan builds upon the work from the Housing Strategy Conference, workshops and associated multi agency Task and Finish Groups which have agreed a draft set of housing aims and objectives. There has been a wide range of partner agency and key stakeholder involvement in the development of the consultation draft. The next step will be public and wider stakeholder consultation to help further shape our housing plans.

Process to be used:

We will engage with the public and other stakeholders through existing links, groups, and partnerships, and seek consultation opportunities with hard to reach groups. We will make best use of our website to promote a wider awareness of the Housing Plan and opportunities for comment.

Information to be considered by the decision makers:

Housing Plan 2012 - 17 - consultation draft

Documents to be considered when the decision is taken

Housing Plan 2012 – 17 – consultation draft

Representations: In writing by 28 November 2011 to -

1. Director for Development and Regeneration;
2. Councillor Fry (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Nick Carter, Housing Strategy and Development Manager
Email: nick.carter@plymouth.gov.uk Tel: 01752 307583

SEX ESTABLISHMENTS LICENSING POLICY
DATE FIRST INCLUDED IN THE FP: 17 MARCH 2011

Nature of the decision:

Adoption of the Local Government (Miscellaneous Provisions) Act 1982 to regulate Sexual Entertainment Venues.

Adoption of the associated policy, scheme of delegation and fee structure.

(Note: this item is a voluntary addition to the Forward Plan. The decision is not a Key Decision)

Who will make the decision? City Council (Cabinet Member: Councillor Michael Leaves)

Timing of the decision? 5 December 2011

Who will be consulted and how?

Persons to be consulted with:

Environmental Health, Health and Safety Executive, Planning Dept, Child Protection Team, Devon and Cornwall Police, Trading Standards, Devon and Somerset Fire & Rescue Service, Maritime and Coastguard Agency, Primary Care Trust, Community Safety Partnership Team, Devon Licensing Forum

Faith group representatives

All currently licensed businesses

Special interest groups

Councillors

Trade Bodies

Public

Team Plymouth

Customer and Communities Overview and Scrutiny Panel

Cabinet on 15 November 2011

Process to be used:

Public Protection Service has undertaken a formal written public consultation.

Information to be considered by the decision makers:

Report from the Public Protection Service

Feedback from the public consultation

Draft Policy, scheme of delegation and fee structure

Documents to be considered when the decision is taken

Cabinet reports

Representations: In writing by 31 October 2011 to -

1. Director for Community Services;
2. Councillor Michael Leaves (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Andy Netherton, Unit Manager (Safety, Health and Licensing Unit) Email: andy.netherton@plymouth.gov.uk Tel: 01752 304742

POLICY FRAMEWORK ITEM: CORPORATE PLAN 2012-15
DATE FIRST INCLUDED IN THE FP: 13 OCTOBER 2011

Nature of the decision:

To approve the Corporate Plan 2012 – 15

(Note: this item is a voluntary addition to the Forward Plan. The decision is not a Key Decision).

Who will make the decision? City Council (Cabinet Member: The Leader)

Timing of the decision? 27 February 2012

Who will be consulted and how?

Persons to be consulted with:

1. Lead officers for related strategies and plans
2. Plymouth 2020 on priorities and progress with them
3. Members of the Council's senior management team
4. Public through budget consultation and use of previous survey data
5. Overview and Scrutiny Management Board
6. Cabinet

Process to be used:

Draft proposals will be considered by Cabinet on 13 December 2011, for consultation. Consultation will be with -

1. Corporate and departmental management team meetings;
2. Overview and Scrutiny Management Board meetings on 16 and 18 January 2012 to make recommendations to Cabinet;
3. Cabinet meeting on 7 February 2012.

Information to be considered by the decision makers:

Findings from needs assessment, previous year's Plymouth Report; analysis of performance and changing national context; city priorities
Recommendations from Cabinet.

Documents to be considered when the decision is taken

Medium Term Financial Strategy 2012-15
Asset Management Plan 2012 - 15

Representations: In writing by 23 January 2012 to -

1. Assistant Chief Executive;
2. Councillor Mrs Pengelly (Leader).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Jonathan Fry, Senior Policy, Performance and Partnerships Adviser

Email: jonathan.fry@plymouth.gov.uk Tel: 01752 304144

**POLICY FRAMEWORK ITEM: LOCAL DEVELOPMENT FRAMEWORK:
SUBMISSION OF DERRIFORD AND SEATON AREA ACTION PLAN
DATE FIRST INCLUDED IN THE FP: 13 OCTOBER 2011**

Nature of the decision:

To seek approval for the submission of the Derriford and Seaton Area Action Plan (AAP) to the Secretary of State, including publication of the revised pre-submission version of the Area Action Plan for the purposes of consultation.

Who will make the decision? City Council (Cabinet Member: Councillor Fry)

Timing of the decision? 30 January 2012

Who will be consulted and how?

Persons to be consulted with:

Public, private and third-sector organisations and groups

Plymouth NHS Hospitals Trust

Local community, land owners and businesses (including representative groups)

Investor and development interests

Other stakeholder groups

Cabinet on 17 January 2012

Process to be used:

Range of consultation methods, including statutory notices, in accordance with the Statement of Community Involvement and statutory requirements.

Information to be considered by the decision makers:

All consultations and evidence base reports relating to the AAP to date

Documents to be considered when the decision is taken

Report to Cabinet

- Derriford and Seaton AAP – documents and consultation responses relating to each stage of the plan-preparation process
- Local Development Framework Core Strategy
- Relevant Local Development Framework and other evidence base reports (housing, employment, retail, visitor economy, transport, green space, heritage etc)
- Local Development Scheme
- Plymouth Infrastructure Needs Assessment
- Local Transport Plan 3
- Local Housing Strategy
- Local Economic Strategy

Representations: In writing by 23 December 2011 to -

1. Assistant Director of Development and Regeneration (Planning Services);
2. Councillor Fry (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: Jonathan Bell, Head of Development Planning

Email: jonathan.bell@plymouth.gov.uk Tel: 01752 304353

BUDGET ITEM: SETTING THE 2012/13 BUDGET AND THE COUNCIL TAX DATE FIRST INCLUDED IN THE FP: 13 OCTOBER 2011

Nature of the decision:

To agree the 2012/13 Budget (including the revenue and capital budget and the treasury management strategy) and the Council tax for 2012/13.

(Note: this item is a voluntary addition to the Forward Plan. The decision is not a Key Decision)

Who will make the decision? City Council (Cabinet Member: Councillor Bowyer)

Timing of the decision? 27 February 2012

Who will be consulted and how?

Persons to be consulted with:

Corporate and Departmental Management Teams
Key Partners
Businesses
General public
Overview and Scrutiny Management Board
Cabinet

Process to be used:

Draft proposals will be considered by Cabinet on 13 December 2011, for consultation. Consultation will be by written reports and meetings, including the Overview and Scrutiny Management Board on 16 and 18 January 2012, to make recommendations to Cabinet on 7 February 2012.

Document to be published on the website.

Information to be considered by the decision makers:

Findings from the Plymouth Report - which covered, performance, public consultation, inspection and other data;
Plymouth City Council's Corporate Plan 2012-2015;
Quarterly Joint Performance and Finance Reports presented to Cabinet and Scrutiny throughout 2011/12.

Documents to be considered when the decision is taken

Council budget report and associated papers - March 2011;
Quarterly monitoring reports 2011/12;
Medium Term Financial Strategy;
Plymouth City Council's Corporate Plan 2012-2015;
Cabinet recommendations.

Representations: In writing by 23 January 2012 to -

1. Director for Corporate Support;
2. Councillor Bowyer (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: David Northey, Head of Finance

Email: david.northey@plymouth.gov.uk Tel: 01752 304566

**BUDGET ITEM: MEDIUM TERM FINANCIAL STRATEGY
DATE FIRST INCLUDED IN THE FP: 13 OCTOBER 2011**

Nature of the decision:

The City Council will be requested to adopt the Medium Term Financial Strategy for both revenue and capital and note the future year forecasts on resources available and spending commitments. The City Council will also be requested to adopt the Council's 'summary financial objectives' and targets within this document.

(Note: this item is a voluntary addition to the Forward Plan. The decision is not a Key Decision)

Who will make the decision? City Council (Cabinet Member: Councillor Bowyer)

Timing of the decision? 27 February 2012

Who will be consulted and how?

Persons to be consulted with:

Corporate Management Team, Directors, Assistant Directors and key partners.
Cabinet on 13 December and 7 February 2012
Overview and Scrutiny Management Board on 16 and 18 February 2012.

Process to be used:

Draft proposals will be considered by Cabinet on 13 December 2011, for consultation. Consultation will be by presentations to management team meetings. Publish document on website. Present, and challenge through the scrutiny process

Information to be considered by the decision makers:

Sustainable Community Strategy;
Plymouth City Council Corporate Plan;
Quarterly performance and finance reports presented to Cabinet and scrutiny throughout 2011/12;
Cabinet recommendation from the meeting on 7 February 2012.

Documents to be considered when the decision is taken

Council budget report and associated papers – February 2011
Quarterly monitoring reports 2011/12

Representations: In writing by 23 January 2012 to -

1. Director for Corporate Support;
2. Councillor Bowyer (Cabinet Member).

Contact details available from Plymouth City Council Tel: 01752 668000

Further information – Availability of Documents:

For further information contact: David Northey, Head of Finance
Email: david.northey@plymouth.gov.uk Tel: 01752 304566

Municipal Year 2011/12
Cabinet / Cabinet Members:

Councillor Mrs Vivien Pengelly, Leader of the Council
Councillor Ted Fry, Deputy Leader and Planning, Strategic Housing and Economic Development
Councillor Richard Ball, Customer Services
Councillor Ian Bowyer, Finance, Property and People
Councillor Glen Jordan, Community Services (Safer and Stronger Communities and Leisure, Culture and Sport)
Councillor Michael Leaves, Community Services (Street Scene, Waste and Sustainability)
Councillor Sam Leaves, Children and Young People
Councillor Grant Monahan, Adult Health and Social Care
Councillor Steven Ricketts, Transformation, Performance and Governance
Councillor Kevin Wigen, Transport

Chief Executive and Executive Directors

Barry Keel, Chief Executive
Adam Broome, Director for Corporate Support
Carole Burgoyne, Director for Community Services
Bronwen Lacey, Director of Services for Children and Young People
Anthony Payne, Director for Development and Regeneration
Deb Laphorne, Director for Public Health

Members of the City Council

The Lord Mayor, Councillor Brookshaw
The Deputy Lord Mayor, Councillor Delbridge, and
Councillors Mrs Aspinall; Mrs Beer; Berrow; Bowie; Mrs Bowyer; Mrs Bragg; Browne; Casey; Churchill; Coker; Davey; Mrs Dolan; Drean, Evans; Foster; Mrs W Foster; Gordon; Haydon; James; Lowry; Martin Leaves; Lock; Dr Mahony; McDonald; Murphy; Mrs Nelder; Nicholson; Mrs Nicholson; Penberthy; Rennie; Reynolds; Dr Salter; Singh; J Smith; P Smith; Stevens; Stark; Thompson; Tuffin; Tuohy; Vincent; Wheeler; Wildy, Williams and Wright