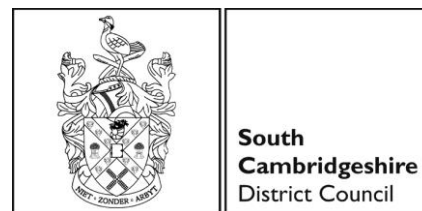


South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA

t: 01954 713000
f: 01954 713149
www.scambs.gov.uk



South
Cambridgeshire
District Council

26 August 2022

To: Chair – Councillor Stephen Drew
Vice-Chair – Councillor Graham Cone
Members of the Scrutiny and Overview Committee – Councillors
Anna Bradnam, Dr. Martin Cahn, Libby Earle, Sue Ellington, Peter Fane,
Sunita Hansraj, Sally Ann Hart, James Hobro, Helene Leeming,
John Loveluck, Richard Stobart and Dr. Aidan Van de Weyer

Quorum: 4

Substitutes:	Councillors Dr. Richard Williams, Heather Williams, Bunty Waters, Mark Howell, Lina Nieto, Annika Osborne, Peter Sandford, Carla Hofman, Dr Lisa Redrup and William Jackson-Wood
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Dear Councillor

You are invited to attend the next meeting of **Scrutiny and Overview Committee**, which will be held in the **Council Chamber - South Cambs Hall** on **Tuesday, 6 September 2022** at **5.20 p.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution ***in advance of*** the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully
Liz Watts
Chief Executive

The Council is committed to improving, for all members of the community, access to its agendas and minutes. If you have any specific needs, please let us know, and we will do what we can to help you.

Agenda

1. **Chair's announcements**

2. **Apologies for absence**

To receive apologies for absence from committee members.

3. **Declarations of interest**

4. **Minutes of Previous Meeting**

Pages

1 - 6

To authorise the Chairman to sign the Minutes of the meeting held on 26 July 2022 as a correct record.

5. Public Questions

If you would like to ask a question or make a statement, then please refer to the

[Document called Public Speaking Scheme \(Physical Meetings\)](#)

and contact the Scrutiny and Governance Adviser in Democratic Services by no later than 11.59pm three clear working days before the meeting.

6. Work Programme

7 - 22

Attached to this agenda are the Forward Plan of Cabinet decisions and the Scrutiny and Overview Committee work programme. Committee members are asked to note these and to consider the following topics not on the Forward Plan:

- Relationships between the planning service and parish / town councils
- Plans for the efficient use of the space available at South Cambridgeshire District Council Hall up to 2026
- Young people in South Cambridgeshire
- Engagement of the council with stakeholders across the district

7. To Note the Date of the next meeting

Thursday 20 October 2022 at 5.20pm

Exclusion of Press and Public

The law allows Councils to consider a limited range of issues in private session without members of the Press and public being present. Typically, such issues relate to personal details, financial and business affairs, legal privilege and so on. In every case, the public interest in excluding the Press and Public from the meeting room must outweigh the public interest in having the information disclosed to them. The following statement will be proposed, seconded and voted upon.

"I propose that the Press and public be excluded from the meeting during the consideration of the following item number(s) in accordance with Section 100(A) (4) of the Local Government Act 1972 on the grounds that, if present, there would be disclosure to them of exempt information as defined in paragraph(s) of Part 1 of Schedule 12A of the Act."

If exempt (confidential) information has been provided as part of the agenda, the Press and public will not be able to view it. There will be an explanation on the website however as to why the information is exempt.

Notes to help those people visiting the South Cambridgeshire District Council offices

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

Security

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail democratic.services@scambs.gov.uk

Emergency and Evacuation

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this would be via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the fire brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

First Aid

If you feel unwell or need first aid, please alert a member of staff.

Access for People with Disabilities

We are committed to improving, for all members of the community, access to our agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you. All meeting rooms are accessible to wheelchair users. There are disabled toilet facilities on each floor of the building. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

Toilets

Public toilets are available on each floor of the building next to the lifts.

Recording of Business and Use of Mobile Phones

We are open and transparent about how we make decisions. We allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

Banners, Placards and similar items

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. Failure to do so, will result in the Chairman suspending the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared. The meeting will be suspended until order has been restored.

Smoking

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one is allowed to smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

Food and Drink

Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. You are not allowed to bring food or drink into the meeting room.

DECLARATIONS OF INTEREST

As a Councillor, you are reminded of the requirements under the Council's Code of Conduct to register interests and to disclose interests in a meeting. You should refer to the requirements set out in the Code of Conduct which are summarised in the notes at the end of this agenda frontsheet.

Disclosable pecuniary interests

A "disclosable pecuniary interest" is an interest of you or your partner (which means spouse or civil partner, a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners) which falls within the categories in [Table 1 of the code of conduct, which is set out in Part 5 of the Constitution](#).

Where a matter arises at a meeting which directly relates to one of your disclosable pecuniary interests you must:

- disclose the interest;
- not participate in any discussion or vote on the matter; and
- must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.

It is a criminal offence to:

- fail to notify the monitoring officer of any disclosable pecuniary interest within 28 days of election
- fail to disclose a disclosable pecuniary interest at a meeting if it is not on the register
- fail to notify the Monitoring Officer within 28 days of a disclosable pecuniary interest that is not on the register that you have disclosed to a meeting
- participate in any discussion or vote on a matter in which you have a disclosable pecuniary interest
- knowingly or recklessly provide information that is false or misleading in notifying the Monitoring Officer of a disclosable pecuniary interest or in disclosing such interest to a meeting.

Other registerable interests

These are categories of interest which apply to the Councillor only (not to their partner) and which should be registered. Categories are listed in [Table 2 of the code of conduct, which is set out in Part 5 of the Constitution](#). Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your Other Registerable Interests, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter; and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Disclosure of non-registerable interests

Where a matter arises at a meeting which directly relates to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in Table 1) or a financial interest or well-being of a relative or close associate, you must disclose the interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

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Agenda Item 4

South Cambridgeshire District Council

Minutes of a meeting of the Scrutiny and Overview Committee held on
Tuesday, 26 July 2022 at 5.20 p.m.

PRESENT: Councillor Stephen Drew – Chair
Councillor Graham Cone – Vice-Chair

Councillors:	Anna Bradnam	Dr. Martin Cahn
	Sue Ellington	Peter Fane
	Sunita Hansraj	Sally Ann Hart
	Helene Leeming	Richard Stobart

Officers in attendance for all or part of the meeting:

Aaron Clarke (Democratic Services Technical Officer), Philip Bird (Corporate Programme Manager), Rebecca Dobson (Democratic Services Manager), Bode Esan (Head of Climate, Environment & Waste), Dawn Graham (Benefits Manager), Rory McKenna (Monitoring Officer), Jeff Membery (Head of Transformation, HR, and Corporate Services), Ian Senior (Scrutiny and Governance Adviser) and Liz Watts (Chief Executive)

Councillors Heather Williams and Judith Rippeth (Deputy Leader) were in attendance, by invitation.

Councillors John Batchelor (Lead Cabinet Member for Housing), Peter McDonald (Lead Cabinet Member for Economic Development), Brian Milnes (Lead Cabinet Member for Environment) and Cllr John Williams (Lead Cabinet Member for Finance) were in attendance remotely, by invitation.

1. Chair's announcements

The Chair made several brief housekeeping announcements.

2. Apologies for absence

Councillors Libby Earle, James Hobro, John Loveluck and Dr. Aidan Van de Weyer sent apologies.

In addition, Councillors Bill Handley (Lead Cabinet Member for Communities) and Bridget Smith (Leader of the Council) were unable to be present as they were representing South Cambridgeshire District Council at a meeting of the Northstowe Forum.

3. Declarations of Interest

There were no declarations of interest.

4. Minutes of Previous Meeting

The Committee authorised the Chair to sign, as a correct record, the minutes of the meeting held on 23 June 2022.

5. Public Questions

There were no questions or statements from members of the public.

6. Quarter 1 Performance report

The Scrutiny and Overview Committee considered a report on the Council's Quarter 1 (Q1) position regarding its operational Key Performance Indicators (KPIs) and 2020-25 Business Plan actions.

The Scrutiny and Overview Committee began by reviewing the KPIs detailed in Appendix A to the report. In response to a question, Councillor Judith Rippeth (Deputy Leader) explained how KPI CC314 (Percentage of public hybrid meetings run without issues causing downtime exceeding five minutes) would be monitored. It was recalled that this new KPI had been requested by the Scrutiny and Overview Committee at its meeting on 3 March 2022 (Minute 7 refers).

In connection with FS112 and FS113 (Housing Benefit and Council Tax Support claims and change events), Councillor John Williams (Lead Cabinet Member for Finance) and the Benefits Manager clarified the impact made by the Government's recent energy rebate to the occupiers of properties in Council Tax bands A to D.

In response to a further question, the Deputy Leader and the Head of Transformation, HR and Corporate Services explained how data such as that gathered in CC307 (Average call answer time in seconds) would be used to achieve improved outcomes in future.

The Scrutiny and Overview Committee said that Cabinet must address the reasons for the past under performance of Council services in order to achieve improved performance in future. Councillor Graham Cone referred to CC305 (Percentage of formal complaints resolved within timescale). The Committee welcomed the extra resource put in place to eliminate the planning complaints backlog as at the end of June 2022. The Head of Transformation, HR and Corporate Services undertook to investigate a claim made by Councillor Heather Williams that some complaints were being closed accidentally and assured her that this did not deprive complainants of their right to go to the Ombudsman.

The Scrutiny and Overview Committee recognised that South Cambridgeshire was a growth area, and that Extension of Time Agreements had an important part to play in providing an effective planning service. Committee members encouraged Cabinet to pay particular attention to strengthening performance under PN511 (Percentage of non-major planning applications determined within eight weeks or agreed timescale).

Following some further general discussion around issues arising from Appendix A to the report, the Scrutiny and Overview Committee moved on to consider Appendix B (Business Plan update).

With regard to C2(iv) (Six free trees initiative), and if not already carried out, the Scrutiny and Overview Committee said that Cabinet should consider an audit of previously offered trees to assess success of the scheme to date. Cabinet should insist on the use of irrigation rings in future to ensure effective management of newly planted trees.

Referring to B4 (Improve the energy efficiency of existing Council housing), the Cabinet might want to consider extending the issue of Energy Performance Certificates to the private sector. Committee members recognised though that this was not viable at the moment and might not be feasible at all.

The Scrutiny and Overview Committee noted progress under C1(i) in trialling the use of vegetable oil instead of diesel fuel.

With regard to A1(i) (implementation of a Customer Relationship Management system), the Chief Executive assured Members that they would be kept informed as the project progressed.

With regard to A2 (Skills and training) Cabinet should continue to work closely with the Greater Cambridge Partnership and Cambridgeshire and Peterborough Combined Authority to develop a formal engagement programme with local schools and employers but avoid any duplication of effort.

Referring to C3(i) (Complete retrofit of South Cambridgeshire Hall), the Committee welcomed the fact that energy generation data would clearly be visible to Members and staff in, and visitors to, the Council offices. Members were pleased to note that battery storage would be investigated at some point in the future.

Members discussed issues prompted by C12 (action to minimise fly tipping). In response to a query, the Chief Executive explained that publicising the location of Closed-Circuit Television cameras helped to deter fly tipping. On the related topic of fly posting, Councillor Brian Milnes (Lead Cabinet Member for the Environment) cautioned against the removal of notices spotted in South Cambridgeshire.

The Chief Executive referred Members to the Risk Register which was due to be reported soon to the Audit and Governance Committee.

With regard to D6 (working with communities), the Cabinet must seek as much integration as possible between Lifelines and the Integrated Care System.

D2 concerned the staff satisfaction survey, and the Chief Executive assured Members that this was on schedule. The results would help officers to address the issue of staff turnover reflected in KPI FS117, which was currently above target.

Having reviewed the Key Performance Indicator (KPI) results and narrative at Appendix A to the report from the Head of Transformation, Human Resources and Corporate Services and progress against Business Plan actions at Appendix B to that report, and subject to the comments above, the Scrutiny and Overview Committee **endorses** the report, noting

- a. the addition of new KPIs (PN519, AH230 and CC314) and the rationale for each of these, as detailed within the comments section of Appendix A; and
- b. the addition of the new 'Outlook RAG' column in the KPI report at Appendix A (as detailed at paragraph 8 of the aforementioned report).

Upon conclusion of minute 6 (pre-scrutiny of the Quarter 1 Performance report) and prior to consideration of minute 7 (Scrutiny at South Cambridgeshire District Council - a new approach) the Chair and Councillor Heather

**Williams both observed that there were no
Cabinet members left at the meeting.**

7. **Scrutiny at South Cambridgeshire District Council - a new approach**

The Scrutiny and Overview Committee considered a report outlining proposals for a new approach to scrutiny at South Cambridgeshire District Council.

The Chair and Vice-Chair were keen to enhance the role of Committee members and all other non-executive councillors so as to improve openness and transparency. This would give Members and, through them, residents a more prominent voice in influencing future decisions affecting both the Council and district. While there was no intention of moving away from pre-scrutiny, there was a desire to supplement pre-scrutiny with the scrutiny of topics not on the Cabinet's Forward Plan of Key and Non-Key decisions. Initial suggestions for topics had been invited from all Members in accordance with the scrutiny procedure rules.

Committee members endorsed the idea of considering for scrutiny topics not on the Forward Plan. They would consider in each case whether to

- review by the full Committee, or
- review by a sub-Committee / working group, or
- engage in some form of community outreach, or
- establish a Task and Finish Group, or
- decline to review

So long as topics were not already being looked at by another Council body, or had not recently been analysed, would then be added to the scrutiny work programme for the year as appropriate, considering the amount of preparatory work required to bring a full report to Committee.

The Chief Executive emphasised the importance of Questions 6 and 7 on the topic suggestion form. These asked whether the Member submitting the suggestion had previously contacted the relevant Head of Service and Lead Cabinet Member about the topic and, if so, what the outcome had been, in order to avoid duplication.

Councillor Heather Williams prompted a brief discussion about the relationship between the proposal outlined in the report and call in. The Chief Executive said that the two aspects were separate from each other. However, for clarity, the Monitoring Officer would be asked for his opinion.

Upon a proposal from Councillor Anna Bradnam, seconded by Councillor Peter Fane and by affirmation, the Scrutiny and Overview Committee **approved** the proposal for a formal procedure for the scrutiny of items not on the Forward Plan of Cabinet decisions alongside pre-scrutiny.

8. **Work Programme**

The Committee noted the work programme attached to the agenda.

9. To Note the Dates of the next two meetings

The Scrutiny and Overview Committee noted that its next two meetings would be on

- Tuesday 6 September 2022
- Thursday 20 October 2022

both starting at 5.20pm.

10. Exclusion of Press and Public

By affirmation, the Scrutiny and Overview Committee agreed that members of the Press and public be excluded from the meeting during consideration of the following item (minute 11) in accordance with the provisions of Section 100(a)(4) of the Local Government Act 1972 (exempt information as defined in paragraph 3 of Schedule 12A (as amended) of the Act). Paragraph 3 concerned information relating to the financial or business affairs of any particular person (including the authority holding that information).

11. Contributions during Minute 9 of the meeting held on 23 June 2022

The Scrutiny and Overview Committee received, noted, and agreed a record of comments made during the confidential discussion forming part of the meeting held on 23 June 2022.

The Meeting ended at 7.53 p.m.

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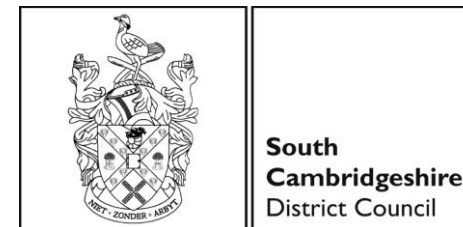
Scrutiny and Overview Committee Work Programme 2022-23

Statutory date for agenda publication	Meeting date	Potential Agenda item (subject to prioritisation by Chair and Vice Chair)		
		Pre-Scrutiny	Scrutiny review by Committee	Task and Finish Groups
25 May 2022	6 June 2022	<ul style="list-style-type: none"> Q4 Performance Housing Repairs Contract (exempt) 	-	-
15 June 2022	23 June 2022	<ul style="list-style-type: none"> Delivery at Northstowe Greater Cambridge Local Development Scheme and Greater Cambridge Local Plan First Proposals representations 	-	-
18 July 2022	26 July 2022	<ul style="list-style-type: none"> Q1 Performance 	-	-
26 August 2022	6 September 2022	-	<ul style="list-style-type: none"> To be determined 	-

12 October 2022	20 October 2022	<ul style="list-style-type: none"> • Fees and Charges 	-	-
7 November 2022	15 November 2022	<ul style="list-style-type: none"> • Investment Strategy • Bids and savings 	-	-
7 December 2022	15 December 2022	<ul style="list-style-type: none"> • Medium Term Financial Strategy 	-	-
-	Early January 2023	<ul style="list-style-type: none"> • Greater Cambridge Local Plan (provisional) 	-	-
11 January 2023	19 January 2023	<ul style="list-style-type: none"> • Budget reports 	-	-
20 February 2023	28 February 2023			
20 March 2023	28 March 2023			
17 April 2023	25 April 2023			
3 May 2023	11 May 2023			

Notice of Key and Non-Key Decisions

To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from 1 September 2022.



Notice is hereby given of:

- Key and Non-Key decisions that will be taken by Cabinet, individual Lead Cabinet Members or Officers
- Confidential or exempt executive decisions that will be taken in a meeting from which the public will be excluded (for whole or part)

A Key Decision is a decision by the Cabinet, or an individual Cabinet Member or officer, which is likely to either incur significant* expenditure or make significant savings, or to have a significant impact on those living or working in 2 or more wards.

*A decision to:

1. Incur expenditure or savings in excess of £200,000; or
2. Acquire or dispose of land or property with a value in excess of £1,000,000 shall be treated as significant for these purposes. However, a decision to invite a tender or award a contract shall not be treated as a key decision where the purpose of the contract is to fulfil the intention of any policy or scheme included in the policy framework or budget or involves a continuation of an existing policy or service standard.

A notice / agenda, together with reports and supporting documents for each meeting will be published at least five working days before the date of the meeting. In order to enquire about the availability of documents and subject to any restriction on their disclosure, copies may be requested from Democratic Services, South Cambridgeshire District Council, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA. Agenda and documents may be accessed electronically at www.scambs.gov.uk

Formal notice is hereby given under the above Regulations that, where indicated (in column 4), part of the meetings listed in this notice may be held in private because the agenda and reports for the meeting will contain confidential or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. See overleaf for the relevant paragraphs.

Where two meetings (for example, Cabinet and Council) are listed for a particular item, the first will be making a recommendation to the second, which will then make a final decision.

If you have any queries relating to this Notice, please contact
Ian Senior on 01954 713028 or by e-mailing ian.senior@scambs.gov.uk

**Paragraphs of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended)
(Reason for a report to be considered in private)**

1. Information relating to any individual
2. Information which is likely to reveal the identity of an 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

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The Decision Makers referred to in this document are as follows:

Cabinet

Councillor Bridget Smith
Councillor Judith Rippeth
Councillor John Batchelor
Councillor Bill Handley
Councillor Tumi Hawkins
Councillor Peter McDonald
Councillor Brian Milnes
Councillor John Williams

Leader of the Council
Deputy Leader
Housing
Communities
Planning
Economic Development
Environment
Resources

Key and non-key decisions expected to be made from 1 September 2022

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report being considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Acquisition 56 no. Affordable Homes, Cottenham Non-Key	Decision whether to enter into contract to purchase 56 no. affordable homes	Cabinet	12 September 2022	Report contains information of a sensitive commercial nature	Lead Cabinet member for Housing Kirstin Donaldson, Service Manager - Acquisitions and Development	Report publication expected 2 September 2022
2021/22 Provisional General Fund Revenue and Capital Outturn Non-Key	Reports the General Fund Revenue and Capital outturn position for the financial year 2021/22	Cabinet Council	12 September 2022 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 2 September 2022
2021/22 Provisional Housing Revenue Account (HRA) Outturn Non-Key	Reports the HRA Revenue and Capital outturn position for the financial year 2021/22	Cabinet Council	12 September 2022 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 2 September 2022
2022/2023 Revenue and Capital Budget Monitoring (Quarter	Consider the monitoring data and trends in respect of the 2022/23 budgets	Cabinet	12 September 2022		Lead Cabinet member for Resources	Report publication expected on 2 September 2022

Key and non-key decisions expected to be made from 1 September 2022

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
1) Non-Key	and issues.					
Q1 Performance Report Non-Key	Progress report	Cabinet	12 September 2022		Deputy Leader Kevin Ledger, Senior Policy and Performance Officer	Report publication expected 2 September 2022
Anglian Water Drainage and Waste Water Management Plan Consultation Response Non-Key	To agree the Council's response to Anglian Water's consultation on their draft Drainage and Waste Water Management Plan.	Cabinet	12 September 2022		Lead Cabinet member for Planning Nancy Kimberley, Senior Planning Policy Officer	Report publication expected on 2 September 2022
Making of Gamlingay Neighbourhood Plan Non-Key	Full Council will need to formally adopt the neighbourhood plan if it has a successful referendum. Referendum date not set yet	Council	Not before 22 September 2022		Lead Cabinet member for Planning Alison Talkington, Senior Planning Policy Officer	Report publication expected five clear working days before the meeting
Making of West Wickham Neighbourhood	Full Council will need to formally adopt the neighbourhood plan if	Council	Not before 22 September 2022		Lead Cabinet member for Planning	Report publication expected five clear working days before

Key and non-key decisions expected to be made from 1 September 2022

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Plan Non-Key	it has a successful referendum. Referendum date not set yet				Alison Talkington, Senior Planning Policy Officer	the meeting
Making of Fulbourn Neighbourhood Plan Non-Key	Full Council will need to formally adopt the neighbourhood plan if it has a successful referendum. Referendum date not set yet	Council	Not before 22 September 2022		Lead Cabinet member for Planning Alison Talkington, Senior Planning Policy Officer	Report publication expected five clear working days before the meeting
Medium Term Financial Strategy (First Submission) Non-Key	Review and ensure that Council is aware of the financial challenges over the medium-term.	Cabinet Council	14 November 2022 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 2 September 2022
Market licensing Key	Proposals to implement a new Market Licensing Scheme	Cabinet	14 November 2022		Lead Cabinet member for Environment Rachel Jackson, Principal Licensing Officer	Report publication expected on 4 November 2022
Fees and Charges	Annual review and	Cabinet	14 November 2022		Lead Cabinet	Report publication

Key and non-key decisions expected to be made from 1 September 2022

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Key	determination of fees and charges to be set by the Council from April 23.				member for Resources	expected on 2 December 2022
OSP 148, Great Eversden Non-Key Page 14	Decision regarding the transfer of Council owned land at OSP 148, Great Eversden	Cabinet	14 November 2022		Lead Cabinet member for Housing Julie Fletcher, Service Manager – Housing Strategy	Report publication expected 4 November 2022
2022/2023 Revenue and Capital Budget Monitoring (Quarter 2) Non-Key	Consider the monitoring data and trends in respect of the 2022/23 budgets and issues.	Cabinet	12 December 2022		Lead Cabinet member for Resources	Report publication expected on 2 December 2022
Capital programme Update & New Bids Non-Key	Report Council's Capital Programme and new Capital bids from 2023/24.	Cabinet	12 December 2022		Lead Cabinet member for Resources	Report publication expected on 2 December 2022
Bids and Savings Non-Key	Consider new Revenue bids and savings for	Cabinet	12 December 2022		Lead Cabinet member for Resources	Report publication expected on 2 December 2022

Key and non-key decisions expected to be made from 1 September 2022

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
	2023/2024.					
Waterbeach Renewable Energy Network (solar project) - Update Non-Key	Update on progress	Cabinet	12 December 2022		Lead Cabinet member for Environment Alex Snelling-Day, Green Energy Investment Manager	Report publication expected 2 December 2022
Quarterly Performance Report Non-Key	Progress report	Cabinet	12 December 2022		Deputy Leader Kevin Ledger, Senior Policy and Performance Officer	Report publication expected 2 December 2022
Investment Strategy Key	Annual review of the strategy to be adopted by the Council.	Cabinet Council	12 December 2022 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 2 December 2022
General Fund Budget 2023/24 Non-Key	Consider the General Fund Revenue Budget for 2023/24	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023

Key and non-key decisions expected to be made from 1 September 2022

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
					Lead Cabinet member for Resources	
Housing Revenue Account Budget 2023/24 Non-Key	Consider the Housing Revenue Account Budget for 2023/24	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023
Medium Term Financial Strategy Key	Review and ensure that Council is aware of the financial challenges over the medium-term.	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023
Capital Investments Programme 2023/24 - 2027/28 Non-Key	Consider the Council's Capital Programme	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023

Key and non-key decisions expected to be made from 1 September 2022

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Treasury Management Strategy Key	Consider a refreshed version of the Strategy for adoption by the Council.	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023
Capital Strategy Non-Key Page 17	Consider a refreshed version of the Strategy for adoption by the Council.	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023
Local Council Tax Support Non-Key	Review the Localised Council Tax Support (LCTS) scheme for 2021/22 and agree the LCTS scheme for 2022/23	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023
Review of Revenue Reserves and Provisions Key	Review the Council's Revenue Reserves and Provisions as part of the 2022/2023 budget setting process.	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023

Key and non-key decisions expected to be made from 1 September 2022

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Authority Monitoring Report 2021-22 Non-Key		Cabinet	06 February 2023		Lead Cabinet member for Planning Stephen Kelly, Joint Director of Planning and Economic Development	Report publication expected on 27 January 2023
Part 3 Policy Statement Non-Key		Council	21 February 2023		Lead Cabinet member for Resources Jeff Membery, Head of Transformation	Report publication expected on 13 February 2023
2022/2023 Revenue and Capital Budget Monitoring (Quarter 3) Non-Key	Consider the monitoring data and trends in respect of the 2022/23 budgets and issues.	Cabinet	20 March 2023		Lead Cabinet member for Resources	Report publication expected on 10 March 2023
Annual Equality Scheme Update and Progress Report		Cabinet	20 March 2023		Lead Cabinet member for Resources	Report publication expected on 10 March 2023

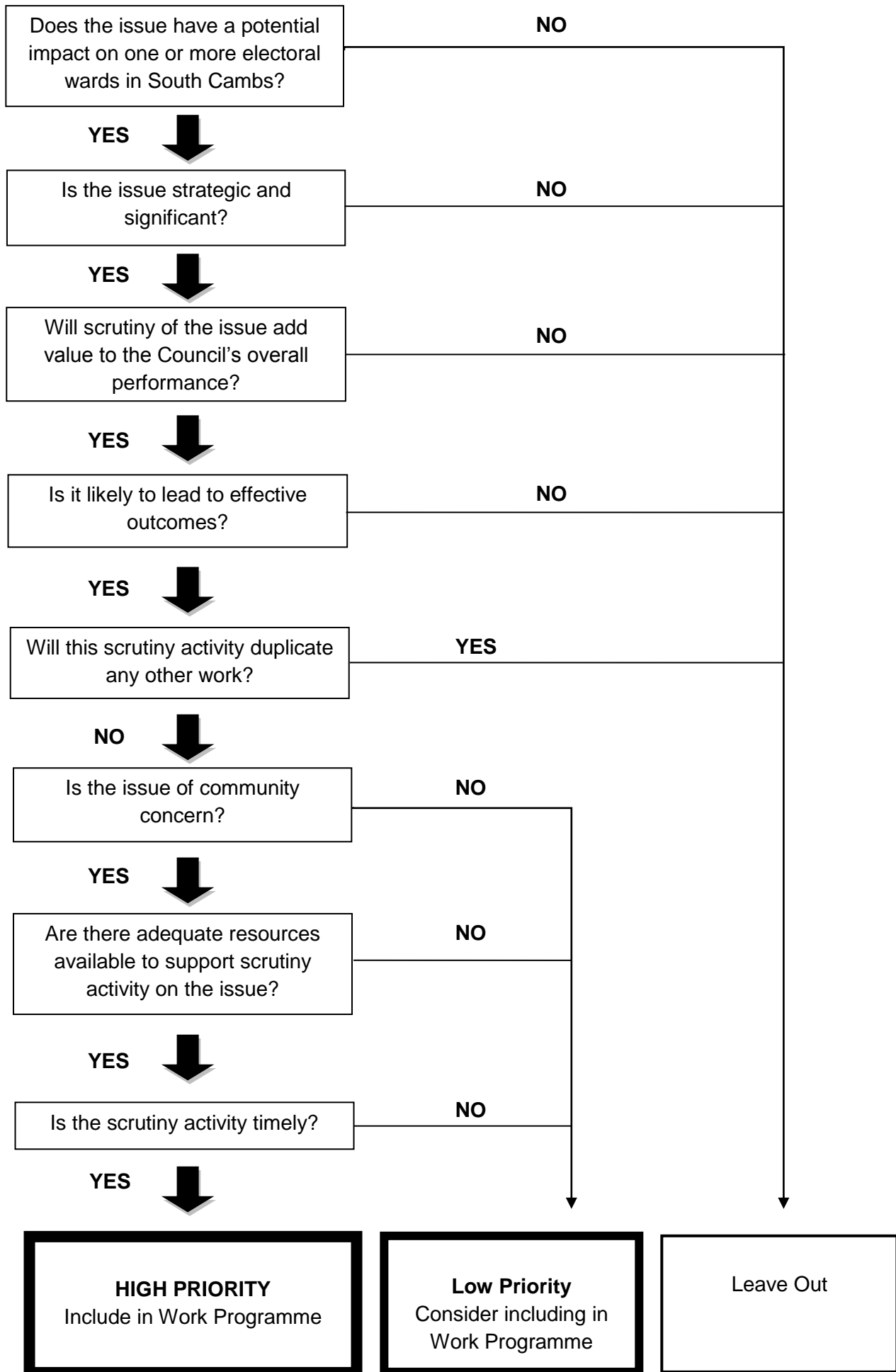
Key and non-key decisions expected to be made from 1 September 2022

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Key					Kevin Ledger, Senior Policy and Performance Officer	

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Scrutiny Work Programme Prioritisation Tool



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