

## NOTICE OF KEY DECISIONS

**To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from 5 September 2017**



**South  
Cambridgeshire**  
District Council

Notice is hereby given of:

- Key decisions that will be taken by Cabinet, individual Portfolio Holders 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, which is likely:

- (1) (a) to result in the authority incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or  
  
(b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards
- (2) In determining the meaning of 'significant' for the purposes of the above, the Council must have regard to any guidance for the time being issued by the Secretary of State in accordance with section 9Q of the 2000 Act (guidance).

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](http://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.

*If you have any queries relating to this Notice, please contact  
Victoria Wallace on 01954 713026 or by e-mailing [victoria.wallace@scambs.gov.uk](mailto:victoria.wallace@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

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

**Cabinet**

Councillor Peter Topping  
Councillor Nick Wright  
Councillor Francis Burkitt  
Councillor Simon Edwards  
Councillor Sue Ellington  
Councillor Lynda Harford  
Councillor Mark Howell  
Councillor Robert Turner  
Councillor Tim Wotherspoon

Leader of the Council  
Deputy Leader and Business and Customer Services  
Greater Cambridge Partnership  
Finance and Staffing  
Health and Wellbeing  
Housing  
Environmental Services  
Planning  
Strategic Planning and Infrastructure

**Key and non-key decisions expected to be made from 5 September 2017**

<b>Decision to be made</b>	<b>Decision Maker</b>	<b>Date of Meeting</b>	<b>Reason for Report to be considered in Private</b>	<b>Portfolio Holder and Contact Officer</b>	<b>Documents submitted to the decision maker</b>
Orchard Park Feasibility Study  Key	Cabinet	14 September 2017	By virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972	Planning Portfolio Holder  David Ousby, Housing Development Officer (Growth)	Report (publication expected 06 September 2017)
Future approach to dry recycling collection  Key	Cabinet	14 September 2017		Environmental Services Portfolio Holder  Jane Hunt, Head of Service, Waste and Recycling Operations	Report (publication expected 06 September 2017)
Quarterly Position Statement on Finance, Performance and Risk  Non-Key	Cabinet  Cabinet	14 September 2017  16 November 2017		Finance and Staffing Portfolio Holder  Suzy Brandes, Principal Accountant (General Fund & Projects), Richard May, Policy and Performance Manager	Report (publication expected 06 September 2017)  Report (publication expected 08 November 2017)
Treasury Management Annual Report	Finance and Staffing Portfolio Holder's	17 October 2017		Finance and Staffing Portfolio Holder	Report (publication expected 09 October)

**Key and non-key decisions expected to be made from 5 September 2017**

Decision to be made	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Portfolio Holder and Contact Officer	Documents submitted to the decision maker
Non-Key	Meeting			Caroline Ryba, Head of Finance	2017)
Revenues and Benefits Performance Report (Q1) Non-Key	Finance and Staffing Portfolio Holder	17 October 2017		Finance and Staffing Portfolio Holder Katie Brown, Revenues Manager	Report (publication expected 09 October 2017)
Rural Settlements List 2017-18 Non-Key	Finance and Staffing Portfolio Holder	17 October 2017		Finance and Staffing Portfolio Holder Katie Brown, Revenues Manager	Report (publication expected 09 October 2017)
Foxton Conservation Area proposed extension and management plan for consultation Non-Key	Planning Portfolio Holder	07 November 2017		Planning Portfolio Holder Rachel Cleminson, Conservation and Consultancy Officer (Urban Design)	Report (publication expected 30 October 2017)
Waterbeach New Town SPD Non-Key	Planning Portfolio Holder	07 November 2017		Planning Portfolio Holder Katie Parry, Principal	Report (publication expected 30 October 2017)

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				Planning Officer	
Corporate Fraud Non-Key	Cabinet	16 November 2017		Corporate and Customer Services Portfolio Holder  Myles Bebbington, Head of Service - Environmental Services & Licensing, Kathryn Hawkes, Partnerships Officer	Report (publication expected 08 November 2017)
Withdrawal of CIL charging schedule Non-Key	Cabinet	16 November 2017		Planning Portfolio Holder  James Fisher, S106 Officer	Report (publication expected 06 September 2017)
Corporate Plan Priorities Non-Key	Cabinet  Cabinet	16 November 2017  08 February 2018		Business and Customer Services Portfolio Holder  Richard May, Policy and Performance Manager	Report (publication expected 08 November 2017)  Report (publication expected 31 January 2018)
Review of the Medium	Cabinet	16 November 2017		Finance and Staffing	Report (publication

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Term Financial Strategy Non-Key				Portfolio Holder Caroline Ryba, Head of Finance	expected 08 November 2017)
Write Offs Key	Finance and Staffing Portfolio Holder	21 November 2017		Finance and Staffing Portfolio Holder Katie Brown, Revenues Manager	Report (publication expected 13 November 2017)
Annual Monitoring Report Non-Key	Planning Portfolio Holder	December 2017		Planning Portfolio Holder Jennifer Nuttycombe, Senior Planning Policy Officer	Report (publication date tba)
Localised Council Tax Support Scheme Non-Key	Finance and Staffing Portfolio Holder	16 January 2018		Finance and Staffing Portfolio Holder Dawn Graham, Benefits Manager	Report (publication expected 08 January 2018)