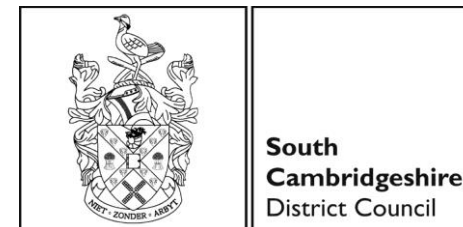


## Notice of Key and Non-Key Decisions

### To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from 1 November 2023



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](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.

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](mailto: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

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

**Cabinet**

Councillor Bridget Smith	Leader of the Council
Councillor Brian Milnes	Deputy Leader
Councillor Henry Batchelor	Environment
Councillor John Batchelor	Housing
Councillor Bill Handley	Communities
Councillor Tumi Hawkins	Planning
Councillor Peter McDonald	Economic Development
Councillor Brian Milnes	Environment
Councillor John Williams	Resources

### Key and non-key decisions expected to be made from 1 December 2023

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
<p><b>Part 1: Key Decisions</b></p> <p>A key decision is a decision by the Cabinet, or an individual Cabinet Member or officer, which is likely either to incur significant expenditure or make significant savings, or to have a significant impact on those living or working in two or more wards.</p> <p>The South Cambridgeshire District Council Constitution defines a significant decision as being one to:</p> <ul style="list-style-type: none"> <li>• incur expenditure or savings in excess of £200,000; or</li> <li>• acquire or dispose of land or property with a value in excess of £1,000,000.</li> </ul> <p>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.</p>						
Acquisition of 47 Affordable Homes, Sawston  Key	To decide whether to proceed to contract to purchase 47 new homes in Sawston Parish. Confidential report	Cabinet	07 November 2023		Lead Cabinet member for Housing  Kirstin Donaldson, Service Manager - Acquisitions and Development	Cabinet report publication expected on 30 October 2023
Aids & Adaptation Policy relating to council tenants  Key	To approve the Aids & Adaptation Policy	Cabinet	07 November 2023		Lead Cabinet member for Housing  Julie Fletcher, Service Manager – Housing Strategy	Cabinet report publication expected on 30 October 2023

### Key and non-key decisions expected to be made from 1 December 2023

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
Damp and mould policy Key	Members to approve a Damp & Mould Policy relating to council owned properties	Cabinet	07 November 2023		Lead Cabinet member for Housing  Julie Fletcher, Service Manager – Housing Strategy	Cabinet report publication expected on 30 October 2023
Local Impact Report for the Cambridge Waste Water Treatment Plant Relocation Development Consent Order Key	The decision relates to the Council's Local Impact Report to be submitted for the Cambridge Waste Water Treatment Plant Relocation DCO.	Cabinet	07 November 2023		Lead Cabinet Member for Economic Development  Chenge Taruvinga, Senior Planning Officer, Philippa Kelly, Strategic Sites Manager	Cabinet report publication expected five clear working days before the meeting.
Fees & Charges Key	Annual review and determination of fees and charges to be set by the Council from April 24.	Cabinet	05 December 2023		Lead Cabinet member for Resources  Peter Maddock, Head of Finance	Report publication expected on 27 November 2023
Quarter 2 Performance report Key	To consider Council performance during July, August and September 2023	Cabinet	05 December 2023		Lead Cabinet member for Resources  Kevin Ledger,	Cabinet report publication expected on 27 November 2023

**Key and non-key decisions expected to be made from 1 December 2023**

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
					Senior Policy and Performance Officer	
Homelessness Strategy  Key	To consider a revised Strategy.	Cabinet	12 March 2024		Lead Cabinet member for Housing  Susan Carter, Service Manager - Housing Advice and Options	Cabinet report publication expected on 4 March 2024
Quarter 3 Performance report  Key	To consider Council performance during October, November and December 2023	Cabinet	12 March 2024		Lead Cabinet member for Resources  Kevin Ledger, Senior Policy and Performance Officer	Cabinet report publication expected on 4 March 2024
Greater Cambridge Housing Strategy  Key	To approve the Greater Cambridge Housing Strategy following public consultation.	Cabinet	June 2024		Lead Cabinet member for Housing  Julie Fletcher, Service Manager – Housing Strategy	Cabinet report publication expected five clear working days before the meeting.
Annual Equality Scheme Update	To consider an update	Cabinet	September 2024		Lead Cabinet member for	Cabinet report publication

**Key and non-key decisions expected to be made from 1 December 2023**

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
and Progress Report  Key					Resources  Philip Bird, Corporate Programme Manager	expected five clear working days before the meeting
<b>Part 2: Non-Key Decisions</b>						
Acquisition and Delivery of Rural Exception Site, Cottenham.  Non-Key	To consider a confidential report by virtue of paragraph 3 of Sch. 12A to the Local Government Act 1972 (as amended).	Cabinet	07 November 2023		Lead Cabinet member for Housing  Kirstin Donaldson, Service Manager - Acquisitions and Development	Confidential Cabinet report publication expected on 30 October 2023
Cost of Living update  Non-Key	Members are asked to review and note the report and provide comments on any issues arising as required.	Cabinet	07 November 2023		Lead Cabinet Member for Communities  Chris Riches, Project Officer (Cost of Living)	Cabinet report publication expected on 30 October 2023
Medium Term Financial Strategy (First Submission)  Non-Key	Review and ensure that Council is aware of the financial challenges over the medium-term.	Cabinet	30 November 2023		Lead Cabinet member for Resources  Peter Maddock,	Cabinet report publication expected on 30 October 2023

### Key and non-key decisions expected to be made from 1 December 2023

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
					Head of Finance	
2023/2024 Revenue and Capital Budget Monitoring (Quarter 2)  Non-Key	Consider the monitoring data and trends in respect of the 2023/24 budgets and issues.	Cabinet	05 December 2023		Lead Cabinet member for Resources  Peter Maddock, Head of Finance	Report publication expected on 27 November 2023
Bids and Savings  Non-Key	Consider new Revenue bids and savings for 2024/2025.	Cabinet	05 December 2023		Lead Cabinet member for Resources  Peter Maddock, Head of Finance	Report publication expected on 27 November 2023
Capital programme Update & New Bids  Non-Key	Report Council's Capital Programme and new Capital bids from 2024/25	Cabinet	05 December 2023		Lead Cabinet member for Resources  Peter Maddock, Head of Finance	Report publication expected on 27 November 2023
Health & Wellbeing Strategy Refresh  Non-Key	To agree the refresh and direction of strategy, updated to reflect ICS strategy	Cabinet	05 December 2023		Lead Cabinet Member for Communities  Gareth Bell, Communications	Cabinet report publication expected on 27 November 2023

**Key and non-key decisions expected to be made from 1 December 2023**

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
					and Communities Service Manager	
Shire Homes Lettings Scheme  Non-Key	To note the spend-to-save benefit of Shire Homes Lettings and its role in reducing temporary accommodation costs.	Cabinet	05 December 2023		Lead Cabinet member for Housing  Susan Carter, Service Manager - Housing Advice and Options	Cabinet report publication expected on 27 November 2023
Uttlesford Draft Local Plan (Regulation 18) consultation response  Non-Key	To agree a joint response with Cambridge City Council to the Uttlesford Draft Local Plan (Regulation 18) consultation.	Cabinet	05 December 2023		Lead Cabinet member for Planning  Caroline Hunt, Strategy and Economy Manager	Cabinet report publication expected on 27 November 2023
2023/2024 Revenue and Capital Budget Monitoring (Quarter 3)  Non-Key	Consider the monitoring data and trends in respect of the 2023/24 budgets and issues.	Cabinet	12 March 2024		Lead Cabinet member for Resources  Peter Maddock, Head of Finance	Report publication expected on 4 March 2024
Ermine Street Housing Business	For Cabinet to approve the new	Cabinet	12 March 2024		Lead Cabinet member for	Report publication expected on 4



**Key and non-key decisions expected to be made from 1 December 2023**

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	iteration of Ermine Street Housing Business Plan, which is refreshed annually. The report is public but the Business Plan is confidential as it contains commercially sensitive information (Local Government Act 1972 as amended, Schedule 12A paragraph 3).				Housing  Duncan Vessey, Head of Ermine Street Housing	March 2024
Waste Collection Changes - Update Non-Key	To extend the four-day-week collection changes until July 2024	Cabinet	12 March 2024		Lead Cabinet member for Environment  Bode Esan, Head of Climate, Environment & Waste	Cabinet report publication expected on 4 March 2024
<b>Part 3: General Exception Notices</b>						
Rural England Prosperity Fund Key	Review, approve or amend the policy, application criteria and determination process for the Rural England Prosperity grant scheme	Cabinet	05 December 2023		Lead Cabinet Member for Economic Development  Katherine Southwood, Business Support Projects Team	Cabinet report publication expected on 27 November 2023  General Exception Notice published 23 November 2023

**Key and non-key decisions expected to be made from 1 December 2023**

<b>Decision to be made</b>	<b>Description of Decision</b>	<b>Decision Maker</b>	<b>Date of Meeting</b>	<b>Reason for Report to be considered in Private</b>	<b>Lead Cabinet Members and Contact Officer</b>	<b>Documents submitted to the decision maker</b>
					Leader	
<b>Part 4: Special Urgency Notices</b>						
<b>None</b>						