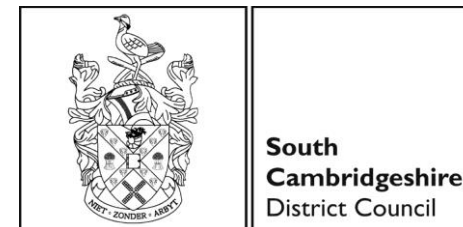


Notice of Key and Non-Key Decisions

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

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

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 January 2024

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>Part 1: Key Decisions</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"> • incur expenditure or savings in excess of £200,000; or • acquire or dispose of land or property with a value in excess of £1,000,000. <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>						
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, Senior Policy and Performance Officer	Cabinet report publication expected on 27 November 2023
Greater Cambridge Local Plan	The Local Plan timetable (previously	Cabinet	Not before 12 March 2024		Lead Cabinet member for	Cabinet report publication

Key and non-key decisions expected to be made from 1 January 2024

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
<p>Timetable</p> <p>Key</p>	<p>called the Local Development Scheme (LDS)) is a timetable for the production of new or revised documents that set out the planning policy framework for Greater Cambridge. The latest LDS was agreed by the Councils in 2022. The Councils are required to keep the timetable up to date.</p> <p>The Local Plan timetable (previously called the Local Development Scheme (LDS)) is a timetable for the production of</p>				<p>Planning</p> <p>Jonathan Dixon, Planning Policy Manager, Caroline Hunt, Strategy and Economy Manager</p>	<p>expected five clear working days before the meeting.</p>

Key and non-key decisions expected to be made from 1 January 2024

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
	new or revised documents that set out the planning policy framework for Greater Cambridge. The latest LDS was agreed by the Councils in 2022. The Councils are required to keep the timetable up to date.					
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	Cabinet report publication expected five clear working days before

Key and non-key decisions expected to be made from 1 January 2024

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
					Julie Fletcher, Service Manager – Housing Strategy	the meeting.
Quarter 4 Performance report Key	To consider Council performance during January, February and March 2024.	Cabinet	June 2024		Leader of Council Kevin Ledger, Senior Policy and Performance Officer	Cabinet report publication expected five clear working days before the meeting
Annual Equality Scheme Update and Progress Report Key	To consider an update	Cabinet	September 2024		Lead Cabinet member for Resources Philip Bird, Corporate Programme Manager	Cabinet report publication expected five clear working days before the meeting
Part 2: Non-Key Decisions						
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	Consider new	Cabinet	05 December 2023		Lead Cabinet	Report publication

Key and non-key decisions expected to be made from 1 January 2024

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
Non-Key	Revenue bids and savings for 2024/2025.				member for Resources Peter Maddock, Head of Finance	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 and Communities Service Manager	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

Key and non-key decisions expected to be made from 1 January 2024

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
<p>Greater Cambridge Authority Monitoring Report 2022-23</p> <p>Non-Key</p>	<p>All Local Authorities are obliged to publish an Authority Monitoring Report (AMR) each year. They describe progress against the Local Development Scheme and monitor the impact of planning policies included in development plan documents. Cambridge City Council and South Cambridgeshire District Council produce a joint AMR to monitor their development plans and policies collectively.</p>	<p>Cabinet</p>	<p>06 February 2024</p>		<p>Lead Cabinet member for Planning</p> <p>Jonathan Dixon, Planning Policy Manager</p>	<p>Cabinet report publication expected on 30 January 2024</p>
<p>Shire Homes Lettings Scheme</p> <p>Non-Key</p>	<p>To note the spend-to-save benefit of Shire Homes Lettings and its role in reducing temporary accommodation costs.</p>	<p>Cabinet</p>	<p>06 February 2024</p>		<p>Lead Cabinet member for Housing</p> <p>Susan Carter, Service Manager - Housing Advice and Options</p>	<p>Cabinet report publication expected on 29 January 2024</p>
<p>State of the District - South Cambridgeshire</p>	<p>Cabinet is asked to note the report.</p>	<p>Cabinet</p>	<p>06 February 2024</p>		<p>Leader of Council</p> <p>Chris Riches,</p>	<p>Cabinet report publication expected on 29</p>

Key and non-key decisions expected to be made from 1 January 2024

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
Non-Key					Project Officer (Cost of Living)	January 2024
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 Plan Non-Key	For Cabinet to approve the new 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).	Cabinet	12 March 2024	Appendix contains commercially sensitive information.	Lead Cabinet member for Housing Duncan Vessey, Head of Ermine Street Housing	Report publication expected on 4 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,	Cabinet report publication expected on 4 March 2024

Key and non-key decisions expected to be made from 1 January 2024

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
					Environment & Waste	
Part 3: General Exception Notices						
Rural England Prosperity Fund (follow this link to view the General Exception Notice) Key	Review, approve or amend the policy, application criteria and determination process for the Rural Shared Prosperity grant scheme	Cabinet	05 December 2023		Lead Cabinet Member for Economic Development Katherine Southwood, Business Support Projects Team Leader	Cabinet report publication expected on 27 November 2023 General Exception Notice published 23 November 2023
Part 4: Special Urgency Notices						
None						