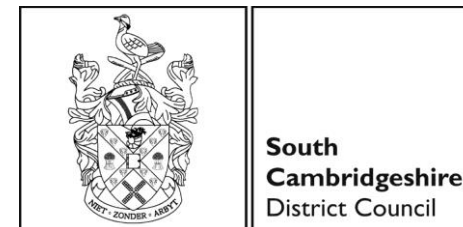


Cabinet Forward Plan of Key and Non-Key Decisions

To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from 1 March 2024



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 March 2024

Title [If relevant, the reason for considering the matter in private]	Description	Decision Maker	Date of Meeting	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
<p>Part 1: Key and Non-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>					
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 restricted by virtue of paragraph 3 of Schedule 12A to the	Cabinet	12 March 2024	Lead Cabinet member for Housing Duncan Vessey, Head of Ermine Street Housing	Public Cabinet Report and Confidential Appendix publication expected on 4 March 2024

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

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
	<p>Local Government Act 1972 (as amended) (Information relating to the financial or business affairs of any particular person (including the authority holding that information)].</p>				
<p>Greater Cambridge Local Plan Timetable</p> <p>Key</p>	<p>The Local Plan timetable (previously 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>Cabinet</p>	<p>12 March 2024</p>	<p>Lead Cabinet member for Planning</p> <p>Jonathan Dixon, Planning Policy Manager, Caroline Hunt, Strategy and Economy Manager</p>	<p>Cabinet report publication expected five clear working days before the meeting.</p>

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

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
	<p>The Local Plan timetable (previously 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>Homelessness Strategy Key</p>	<p>To consider a revised Strategy.</p>	<p>Cabinet</p>	<p>12 March 2024</p>	<p>Lead Cabinet member for Housing Susan Carter, Service Manager - Housing Advice and Options</p>	<p>Cabinet report publication expected on 4 March 2024</p>
<p>Lifeline Service (dispersed scheme) and the financial impact of the digital changeover Key</p>	<p>To consider the future of the scheme. [[he report is restricted by virtue of paragraph 1 (Information relating to any individual) and paragraph 2</p>	<p>Cabinet</p>	<p>12 March 2024</p>	<p>Lead Cabinet member for Housing Susan Carter, Service Manager - Housing Advice and Options</p>	<p>Confidential Cabinet report publication expected on 4 March 2024</p>

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

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
	(Information which is likely to reveal the identity of an individual) of Schedule 12A to the Local Government Act 1972 (as amended)].				
Mobile Warden Schemes (see Part 2 below) Key					
Quarter 3 Performance report Non-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
Statement of Community Involvement (see Part 2 below) Key					
Update on the 4-Day-Week Trial	The report will provide an update on the 4-Day-Week waste and	Cabinet	12 March 2024	Lead Cabinet member for Resources	Cabinet report publication expected on 4 March 2024

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

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Non-Key	desk-based trials, working hours and next steps. [The appendix is restricted by virtue of paragraph 5 of Schedule 12A to the Local Government Act 1972 (as amended) (Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings).]			Anne Ainsworth, Chief Operating Officer	
Acquisition of 33no. affordable homes, Cottenham Key	Decision whether to acquire 33no. new build affordable homes, Rampton Road, Cottenham [The report is restricted by virtue of paragraph 3 of Schedule 12A to the Local Government Act 1972 (as amended) (Information relating to the financial or business affairs of any particular person (including the authority holding that information)].	Cabinet	16 April 2024	Lead Cabinet member for Housing Kirstin Donaldson, Service Manager - Acquisitions and Development	Cabinet report publication expected on 8 April 2024

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

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Peer Review Action Plan Non-Key	Cabinet is asked to endorse the adoption of the Action Plan as proposed Or to make any amendments to the plan they feel appropriate. The plan is primarily a proposed change to the way existing operational activities are carried out without any additional proposed expenditure.	Cabinet	16 April 2024	Lead Cabinet member for Resources Jeff Membery, Head of Transformation, HR and Corporate Services	Cabinet report publication expected on 8 April 2024
Proposed administration of the Northstowe Community Activation Grant Fund on behalf of Homes England, criteria and award process Non-Key	Proposed administration of the Northstowe Community Activation Grant Fund on behalf of Homes England, criteria and award process.	Cabinet	16 April 2024	Lead Cabinet Member for Communities Clare Gibbons, Growth Manager (Communities)	Cabinet report publication expected on 8 April 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.
Quarter 4 Performance report	To consider Council performance during January, February and	Cabinet	June 2024	Leader of Council Kevin Ledger, Senior	Cabinet report publication expected five clear working days

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

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Non-Key	March 2024.			Policy and Performance Officer	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
Quarter 1 Performance Report Non-Key	To consider Key Performance Indicators and progress in respect of the Business Plan.	Cabinet	September 2024	Leader of Council Kevin Ledger, Senior Policy and Performance Officer	Cabinet report publication expected five clear working days before the meeting.
Quarter 2 Performance Report Non-Key	To consider Key Performance Indicators and progress in respect of the Business Plan.	Cabinet	December 2024	Leader of Council Kevin Ledger, Senior Policy and Performance Officer	Cabinet report publication expected five clear working days before the meeting/
Quarter 3 Performance Report Non-Key	To consider Key Performance Indicators and progress in respect of the Business Plan.	Cabinet	March 2025	Leader of Council Kevin Ledger, Senior Policy and Performance Officer	Cabinet report publication expected five clear working days before the meeting.
Quarter 4 Performance Report	To consider Key Performance Indicators and progress in respect	Cabinet	June 2025	Leader of Council Kevin Ledger, Senior	Cabinet report publication expected five clear days before

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

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
Non-Key	of the Business Plan.			Policy and Performance Officer	the meeting.
Part 2: General Exception Notices					
<p>Mobile Warden Schemes - additional grant funding to support Age UK Cambridgeshire and Peterborough schemes for 2024-25 (follow this link to view the General Exception Notice)</p> <p>Key</p>	<p>It is recommended that Cabinet agrees a supplementary estimate of £100,000 to fund Age UK Cambridgeshire and Peterborough to provide continuity of service to the 11 South Cambridgeshire Mobile and Community Warden Schemes in 2024-25. The decision will need to be reported to, and confirmed by, full Council at its next meeting.</p>	Cabinet	12 March 2024	<p>Lead Cabinet member for Resources</p> <p>Kathryn Hawkes, Communities Manager</p>	<p>Cabinet report publication expected on 4 March 2024</p> <p>General Exception Notice published on 4 March 2024</p>
<p>Statement of Community Involvement (follow this link to view the General Exception Notice)</p> <p>Key</p>	<p>The draft Statement of Community Involvement was published for consultation between October and November 2023. The SCI has</p>	Cabinet	12 March 2024	<p>Lead Cabinet member for Planning</p> <p>Jonathan Dixon, Planning Policy Manager</p>	<p>Cabinet report publication expected on 4 March 2024</p> <p>General Exception Notice published on 14 February 2024</p>

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

Decision to be made	Description of Decision	Decision Maker	Date of Meeting	Lead Cabinet Members and Contact Officer	Documents submitted to the decision maker
	been updated where relevant in response to the consultation responses and this final version is being brought to Cabinet for formal adoption.				
Part 3: Special Urgency Notices					
None					