

DRAFT NOTICE OF KEY DECISIONS To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from 1 September 2018

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

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*

**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
Councillor Aidan Van der Weyer
Councillor Tumi Hawkins
Councillor Hazel Smith
Councillor Philippa Hart
Councillor Neil Gough
Councillor John Williams

Leader of the Council
Deputy Leader
Planning
Housing
Customer Services and Business Improvement
Environmental Services and licensing
Finance

Draft Notice of Key and Non-Key Decisions to be made from September 2018

Decision to be made	Description of decision	Decision Maker	Date of Meeting	Reason for report to be considered in private	Contact Officer
Waterbeach New Town Supplementary Planning Document Key	To agree a draft Waterbeach New Town Supplementary Planning Document for consultation	Cabinet	5 September 2018		Caroline Hunt
Orchard Park Feasibility Study Key		Cabinet	5 September 2018	Part or all of the report may be exempt by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972	David Ousby, Alex Colyer
Community Chest Criteria Non-Key	To consider changes to the Community Chest guidance notes, which includes the criteria, as recommended by the Grants Advisory Committee.	Cabinet	5 September 2018		Gemma Barron, Head of Sustainable Communities and Wellbeing
3 Year Service Support Grants Criteria Non-Key	To approve a further three year programme of Service Support Grants (subject to annual funding agreements) to run from 1 April 2019 to 31 March 2022, approve the themes, and the schedule of operation of the scheme.	Cabinet	5 September 2018		Siobhan Mellon
Localised Council Tax Support Scheme Non-Key		Cabinet	5 September 2018 7 November 2018		Dawn Graham

			6 February 2019		
Cambourne High Street		Cabinet	5 September 2018	Part or all of the report may be exempt by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972	David Ousby, Alex Colyer
Compulsory Purchase Order of The Tree Non-Key	To consider the use of Compulsory Purchase Order powers with regard to The Tree, Stapleford and decide whether to make a recommendation to Council.	Cabinet	5 September 2018	Part or all of the report may be exempt by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972	Kathryn Hawkes
Ice Rink Funding Agreement Update		Cabinet	5 September 2018	Part or all of the report may be exempt by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972	Alex Colyer
South Cambridgeshire Local Plan – Adoption	It is intended that the Local Plan will be presented for adoption, subject to timely receipt of the final Inspector’s Report.	Cabinet	In the month of August or September 2018		Caroline Hunt,
Independent Remuneration Panel Recommendations Non-Key		Council	27 September 2018		

Quarterly Position Report	To provide a statement on the Council's position with regard to its General Fund, Housing Revenue Account (HRA) and Capital budgets, corporate objectives, performance indicators and strategic risks.	Cabinet	3 October 2018		Suzy Brandes
Non-Key		Cabinet	5 December 2018		
Adoption of Recycling and Waste Operational Policies		Cabinet	3 October 2018		Trevor Nicoll
Key					
Community Energy Grants Criteria	To consider changes to the Community Energy Grants guidance notes, which includes the criteria, as recommended by the Grants Advisory Committee and Climate and Environment Advisory Committee.	Cabinet	3 October 2018		Gemma Barron
Non-Key					
Mobile Warden Scheme Grants Criteria	To consider changes to the Mobile Warden Scheme Grants as recommended by the Grants Advisory Committee.	Cabinet	3 October 2018		Gemma Barron
Non-Key					
Elite Athletes Grant Scheme	To consider changes to the Elite Athletes Grant Scheme as recommended by the Grants Advisory Committee.	Cabinet	3 October 2018		Gemma Barron
Non-Key					

Future Maintenance Mare Fen Key		Cabinet	3 October 2018		Paul Quigley
Adoption of Hattons Road Drainage Ponds Non-Key		Cabinet	3 October 2018		Paul Quigley
Supplementary Planning Documents – Adoption Key	Following adoption of the South Cambridgeshire Local Plan, a number of previously agreed Supplementary Planning Documents will be presented for adoption.	Cabinet	3 October 2018		Caroline Hunt
Local Development Scheme Key	To agree a new Local Development Scheme for the preparation of a new Local Plan for Greater Cambridge.	Cabinet	3 October 2018		Caroline Hunt
Statement of Community Involvement Key	To agree a Statement of Community Involvement for the preparation of the new Local Plan for Greater Cambridge.	Cabinet	3 October 2018		Caroline Hunt
Waiver of local land charge where a Disabled Facility Grant	To agree specific cases where the local land charge is requested to be waived and to seek delegated authority for future requests	Cabinet	3 October 2018		Julie Fletcher Housing

has been provided					
Key					
Rural Settlements List	In order to facilitate the administration of Rural Rate Relief (Business Rates), the Council is required to determine annually the rural settlements within its area where the population of the settlement is less than 3,000, and to publish a list of settlements indicating their boundaries before 31 st December each year.	Cabinet	7 November 2018		Katie Kelly
Non-Key					
Northstowe Strategic Collaborative Agreement	To agree specific cases where the local land charge is requested to be waived and to seek delegated authority for future requests	Cabinet	7 November 2018		Julie Fletcher Housing
Key					
Gambling Act Policy		Council	29 November 2018		Jen Holah
Non-Key					
Licensing Act Policy		Council	29 November 2018		Jen Holah
Non-Key					

Great Abington Former LSA Estate Neighbourhood Plan Non-Key	To adopt ('make') the Neighbourhood Plan, subject to the Neighbourhood Plan successfully progressing through the preceding plan making stages.	Council	29 November 2018		Jenny Nuttycombe
Draft Greater Cambridge Housing Strategy Non-Key	To agree that the Draft Greater Cambridge Housing Strategy can go out to external consultation. This is a joint strategy with Cambridge City Council	Cabinet	5 December 2018		Julie Fletcher Housing
Draft Resident Involvement Strategy Non-Key	To agree that the Draft RI Strategy can go out to external consultation	Cabinet	5 December 2018		Peter Moston Housing
Countywide Disabled Adaptations Policy Key	To approve the Countywide Disabled Adaptations Policy. This will provide a joint county-wide approach as to how the Disabled Facility Grants can be spent.	Cabinet	5 December 2018		Julie Fletcher Housing
Resident Involvement Strategy Key	To approve the final version of the RI Strategy	Cabinet	6 March 2019		Peter Moston Housing

Greater Cambridge Housing Strategy Key	To approve the adoption of the Greater Cambridge Housing Strategy	Cabinet	3 April 2019		Julie Fletcher Housing
Non-Domestic Rates Discretionary Relief Policy Review Non-Key	Annual review of the Discretionary Rates Policy, to ensure any amendments arising from the Spring Budget are updated in a timely manner	Cabinet	May 2019		Katie Kelly