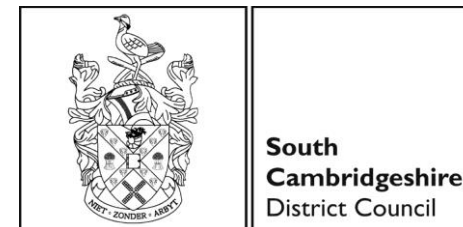


## Notice of Key and Non-Key Decisions

### To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from 1 October 2022



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  
Councillor Judith Rippeth  
Councillor John Batchelor  
Councillor Bill Handley  
Councillor Tumi Hawkins  
Councillor Peter McDonald  
Councillor Brian Milnes  
Councillor John Williams

Leader of the Council  
Deputy Leader  
Housing  
Communities  
Planning  
Economic Development  
Environment  
Resources

**Key and non-key decisions expected to be made from 1 October 2022**

<b>Decision to be made</b>	<b>Description of Decision</b>	<b>Decision Maker</b>	<b>Date of Meeting</b>	<b>Reason for Report being considered in Private</b>	<b>Lead Cabinet Members and Contact Officer</b>	<b>Documents submitted to the decision maker</b>
Business Rates Discretionary Relief Policy  Key	Update to the Council's Discretionary Rate Relief Policy in line with Government direction.	Lead Cabinet member for Resources	Not before 04 November 2022		Lead Cabinet member for Resources  Katie Kelly, Revenues Manager	
2021/22 Provisional General Fund Revenue and Capital Outturn	Reports the General Fund Revenue and Capital outturn position for the financial year 2021/22	Cabinet  Council	14 November 2022  21 February 2023		Lead Cabinet member for Resources	Report publication expected on 4 November 2022
Medium Term Financial Strategy (First Submission)	Review and ensure that Council is aware of the financial challenges over the medium-term.	Cabinet  Council	14 November 2022  21 February 2023		Lead Cabinet member for Resources	Report publication expected on 4 November 2022
Future use of plots of HRA Land  Non-Key	Decision as to the future use of 8no. plots of HRA Land	Cabinet	14 November 2022		Lead Cabinet member for Housing  Kirstin Donaldson,	Report publication expected 4 November 2022

**Key and non-key decisions expected to be made from 1 October 2022**

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
					Service Manager - Acquisitions and Development	
Making Connections  Non-Key	To agree a consultation response	Cabinet	14 November 2022		Lead Cabinet member for Planning  Stephen Kelly, Joint Director of Planning and Economic Development	Report publication expected 4 November 2022
Fees and Charges  Key	Annual review and determination of fees and charges to be set by the Council from April 23.	Cabinet	14 November 2022		Lead Cabinet member for Resources	Report publication expected on 4 November 2022
OSP 148, Great Eversden  Non-Key	Decision regarding the transfer of Council owned land at OSP 148, Great Eversden	Cabinet	14 November 2022		Lead Cabinet member for Housing  Julie Fletcher, Service Manager – Housing Strategy	Report publication expected 4 November 2022
Local Council Tax Support	Decision with regard to scheme which consultation will be	Cabinet  Cabinet	14 November 2022  06 February 2023		Lead Cabinet member for Resources	Report publication expected 4 November 2022

**Key and non-key decisions expected to be made from 1 October 2022**

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
	undertaken to inform Council's decision in February 2023	Council	21 February 2023		Lead Cabinet member for Resources  Dawn Graham, Benefits Manager	Report publication expected on 27 January 2023
Care Leavers Council Tax Discount (provisional entry - pending formal proposal from County Council)	To award a Council Tax discount for Care Leavers under the Council's discretionary powers.	Cabinet  Council	14 November 2022  24 November 2022		Lead Cabinet member for Resources  Katie Kelly, Revenues Manager	Report publication expected 4 November 2022
Minimum Energy Efficiency Standards policy	Decision to be made to introduce a Minimum Energy Efficiency Standard policy to enable the Council to apply financial penalties under the relevant regulations.	Cabinet  Council	14 November 2022  24 November 2022		Lead Cabinet member for Environment  Rory Cosgrove, Principal Officer (People and Protection)	Report publication expected on 4 November 2022

### Key and non-key decisions expected to be made from 1 October 2022

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
Mobile Homes (Fit & Proper Person policies and fees & charges)	Decision to be made to introduce Mobile Homes (Fit & Proper Person) determination and fees policies as well as introduce a new fees & charges structure in order to recover costs incurred in work relevant to Mobile Homes.	Cabinet Council	14 November 2022 24 November 2022		Lead Cabinet member for Environment  Rory Cosgrove, Principal Officer (People and Protection)	Report publication expected on 4 November 2022
Making of Fulbourn Neighbourhood Plan	Full Council will need to formally adopt the neighbourhood plan if it has a successful referendum. Referendum date not set yet	Council	Not before 24 November 2022		Lead Cabinet member for Planning  Jennifer Nuttycombe, Senior Planning Policy Officer	Report publication expected five clear working days before the meeting
Making of Gamlingay Neighbourhood Plan	Full Council will need to formally adopt the neighbourhood plan if it has a successful referendum. Referendum date not set yet	Council	Not before 24 November 2022		Lead Cabinet member for Planning  Jennifer Nuttycombe, Senior Planning Policy Officer	Report publication expected five clear working days before the meeting
2022/2023 Revenue and	Consider the monitoring data and	Cabinet	12 December 2022		Lead Cabinet member for	Report publication expected on 2

**Key and non-key decisions expected to be made from 1 October 2022**

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Capital Budget Monitoring (Quarter 2)  Non-Key	trends in respect of the 2022/23 budgets and issues.				Resources	December 2022
Capital programme Update & New Bids  Non-Key	Report Council's Capital Programme and new Capital bids from 2023/24.	Cabinet	12 December 2022		Lead Cabinet member for Resources	Report publication expected on 2 December 2022
Bids and Savings  Non-Key	Consider new Revenue bids and savings for 2023/2024.	Cabinet	12 December 2022		Lead Cabinet member for Resources	Report publication expected on 2 December 2022
Waterbeach Renewable Energy Network (solar project) - Update  Non-Key	Update on progress	Cabinet	12 December 2022		Lead Cabinet member for Environment  Alex Snelling-Day, Green Energy Investment Manager	Report publication expected 2 December 2022
Q2 Performance Report	Progress report	Cabinet	12 December 2022		Deputy Leader  Kevin Ledger,	Report publication expected 2 December 2022

**Key and non-key decisions expected to be made from 1 October 2022**

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					Senior Policy and Performance Officer	
Investment Strategy	Annual review of the strategy to be adopted by the Council.	Cabinet Council	12 December 2022 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 2 December 2022
Greater Cambridge Joint Local Plan  Key	To confirm preferred strategy	Cabinet	23 January 2023		Lead Cabinet member for Planning  Joanna Dixon, Intelligence Officer, Jonathan Dixon, Planning Policy Manager, Caroline Hunt, Strategy and Economy Manager	Report publication expected on 13 January 2023
Authority Monitoring Report 2021-22  Non-Key		Cabinet	23 January 2023		Lead Cabinet member for Planning  Stephen Kelly, Joint Director of Planning and Economic Development	Report publication expected on 27 January 2023



**Key and non-key decisions expected to be made from 1 October 2022**

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Medium Term Financial Strategy	Review and ensure that Council is aware of the financial challenges over the medium-term.	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023
General Fund Budget 2023/24	Consider the General Fund Revenue Budget for 2023-24	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources  Lead Cabinet member for Resources	Report publication expected on 27 January 2023
Housing Revenue Account Budget 2023/24	Consider the Housing Revenue Account Budget for 2023-24	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023
Capital Investments Programme 2023/24 - 2027/28	Consider the Council's Capital Programme	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023

**Key and non-key decisions expected to be made from 1 October 2022**

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
Treasury Management Strategy	Consider a refreshed version of the Strategy for adoption by the Council.	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023
Capital Strategy	Consider a refreshed version of the Strategy for adoption by the Council.	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023
Review of Revenue Reserves and Provisions	Review the Council's Revenue Reserves and Provisions as part of the 2022/2023 budget setting process.	Cabinet Council	06 February 2023 21 February 2023		Lead Cabinet member for Resources	Report publication expected on 27 January 2023
Pay Policy		Council	21 February 2023		Lead Cabinet	Report publication

**Key and non-key decisions expected to be made from 1 October 2022**

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
Statement  Non-Key					member for Resources  Jeff Membery, Head of Transformation, HR and Corporate Services	expected on 13 February 2023
2021/22 Provisional Housing Revenue Account (HRA) Outturn	Reports the HRA Revenue and Capital outturn position for the financial year 2021/22	Council	21 February 2023			Report publication expected on 2 September 2022
2022/2023 Revenue and Capital Budget Monitoring (Quarter 3)  Non-Key	Consider the monitoring data and trends in respect of the 2022/23 budgets and issues.	Cabinet	20 March 2023		Lead Cabinet member for Resources	Report publication expected on 10 March 2023
Annual Equality Scheme Update and Progress Report  Key		Cabinet	20 March 2023		Lead Cabinet member for Resources  Kevin Ledger, Senior Policy and Performance Officer	Report publication expected on 10 March 2023

**Key and non-key decisions expected to be made from 1 October 2022**

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