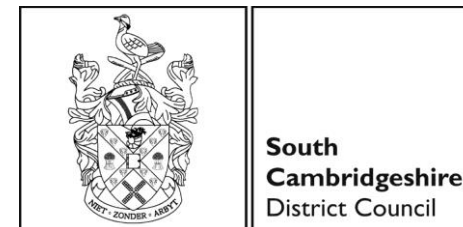


Notice of Key and Non-Key Decisions

To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from 1 September 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 September 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>Acquisition of Western Park Sports Pitches in Northstowe and procurement of an external operator (General Exception Notice published 30/6/23 - follow this link)</p> <p>Key</p>	<p>Urgent key decision to be taken by the CEO, having consulted with the Leader: acceptance of a land transfer at nil consideration; the red book valuation (recently received) requires a key decision (not previously considered necessary), in order to proceed with the operational management and maintenance of the facilities.</p>	<p>Chief Executive</p>	<p>Not before 10 July 2023</p>	<p>Report contains commercially sensitive information.</p>	<p>Lead Cabinet Member for Communities</p> <p>Anne Ainsworth, Chief Operating Officer</p>	<p>Cabinet report publication expected on 18 September 2023</p>
<p>Local Impact Report for the Cambridge Waste Water Treatment Plant Relocation Development Consent Order</p> <p>Key</p>	<p>The decision relates to the Council's Local Impact Report to be submitted for the Cambridge Waste Water Treatment Plant Relocation DCO.</p>	<p>Cabinet</p>	<p>26 September 2023</p>		<p>Lead Cabinet Member for Economic Development</p> <p>Philippa Kelly, Strategic Sites Manager, Chenge Taruvinga, Senior Planning Officer</p>	<p>Cabinet report publication expected on 18 September 2023</p>
<p>Strategic Risks Report</p>	<p>Review the Strategic Risks</p>	<p>Cabinet</p>	<p>26 September 2023</p>		<p>Lead Cabinet member for</p>	<p>Cabinet report publication</p>

Key and non-key decisions expected to be made from 1 September 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
Non-Key					Resources Kevin Ledger, Senior Policy and Performance Officer	expected on 18 September 2023
Modern slavery statement Non-Key	Approval for the Modern Slavery Statement	Cabinet	Not before 26 September 2023		Leader of Council Peter Campbell, Head of Housing, Kate Yerbury, Policy & Performance Officer, Kevin Ledger, Senior Policy and Performance Officer	Cabinet report publication expected on 18 September 2023
Mutual Exchange Policy Key	To approve the policy for how the Council carries out mutual exchanges in terms of its council properties	Cabinet	26 September 2023		Lead Cabinet member for Housing Julie Fletcher, Service Manager – Housing Strategy	Cabinet report publication expected on 18 September 2023
Northstowe Enterprise Zone - Option Agreement on Parcel 5	Option Agreement on Parcel 5	Cabinet	26 September 2023	Report contains commercially sensitive information.	Lead Cabinet Member for Communities Anne Ainsworth,	Cabinet report publication expected 18 September 2023

Key and non-key decisions expected to be made from 1 September 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
Key					Chief Operating Officer, Kate Swan, Project Officer - Commercial Development & Investment	
Acquisition of 33 Affordable Homes in Fulbourn Key	To consider a confidential report which contains commercially sensitive information as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended).	Cabinet	26 September 2023	Report contains commercially sensitive information.	Lead Cabinet member for Housing Kirstin Donaldson, Service Manager - Acquisitions and Development	Cabinet report publication expected on 18 September 2023;
Acquisition of 43 Affordable Homes in Northstowe Key	To consider a confidential report which contains commercially sensitive information as defined in paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended).	Cabinet	26 September 2023	Report contains commercially sensitive information.	Lead Cabinet member for Housing Kirstin Donaldson, Service Manager - Acquisitions and Development	Cabinet report publication expected on 18 September 2023

Key and non-key decisions expected to be made from 1 September 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
<p>Northstowe - Acquisition of Western Park Sports Pitches, governance arrangements for the Western Park facility and procurement of an external operator.</p> <p>Key</p>	<p>Update to Cabinet following urgent key decision taken by the CEO, having consulted with the Leader: acceptance of a land transfer at nil consideration; in order to proceed with the operational management and maintenance of the facilities.</p>	<p>Cabinet</p>	<p>26 September 2023</p>	<p>Report contains commercially sensitive information.</p>	<p>Lead Cabinet Member for Communities</p> <p>Clare Gibbons, Northstowe Healthy New Town Programme Lead</p>	<p>Cabinet report publication expected on 18 September 2023</p>
<p>Local Heritage List</p> <p>Key</p>	<p>That a process for a Local List of Buildings of Local Interest (BLIs) is adopted; that consultation with owners on the inclusion of buildings identified is carried out; that inclusion in/changes to the Local List be delegated to the Director of Planning.</p>	<p>Cabinet</p>	<p>26 September 2023</p>		<p>Lead Cabinet member for Planning</p> <p>Christian Brady, Historic Environment Team Leader</p>	<p>Cabinet report publication expected on 18 September 2023</p>
<p>Greater Cambridge Local Development Scheme interim update</p> <p>Key</p>	<p>The Local Development Scheme (LDS) is a timetable for the production of new or revised documents that set out the planning policy framework for</p>	<p>Cabinet</p>	<p>Not before 26 September 2023</p>		<p>Lead Cabinet member for Planning</p> <p>Caroline Hunt, Strategy and Economy Manager,</p>	<p>Cabinet report publication expected on 18 September 2023</p>

Key and non-key decisions expected to be made from 1 September 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
	Greater Cambridge. The latest LDS was agreed by the Councils in 2022. The Councils are required to keep it up to date. This decision is to agree an interim update to the LDS.				Jonathan Dixon, Planning Policy Manager	
Response to consultation on implementation of plan-making reforms Non-Key	To agree the Council's response to government's consultation on the implementation of plan-making reforms	Cabinet	26 September 2023		Lead Cabinet member for Planning Jonathan Dixon, Planning Policy Manager, Caroline Hunt, Strategy and Economy Manager	Cabinet report publication expected on 18 September 2023
Greater Cambridge Statement of Community Involvement Key	To agree an updated draft Statement of Community Involvement for consultation.	Cabinet	26 September 2023		Lead Cabinet member for Planning Jonathan Dixon, Planning Policy Manager	Cabinet report publication expected on 18 September 2023
2023/2024 Revenue and Capital Budget Monitoring (Quarter 1)	Consider the	Cabinet	26 September 2023		Lead Cabinet member for Resources Peter Maddock,	Report publication expected on 18 September 2024

Key and non-key decisions expected to be made from 1 September 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
Non-Key	monitoring data and trends in respect of the 2023/24 budgets and issues.				Head of Finance	
2022/23 Provisional General Fund Revenue and Capital Outturn	2022/23 Provisional General Fund Revenue and Capital Outturn	Cabinet Council	26 September 2023 05 October 2023		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 18 September 2024
2022/23 Provisional Housing Revenue Account (HRA) Outturn Non-Key	Reports the HRA outturn position for the financial year 2022/23	Cabinet	26 September 2023		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 18 September 2023
Quarter 1 Performance report Key	To review Council performance for the months of April, May and June 2023	Cabinet	26 September 2023		Lead Cabinet member for Resources Kevin Ledger, Senior Policy and Performance Officer	Cabinet report publication expected on 18 September 2023
Rural Shared Prosperity Fund	Review, approve or amend the policy, application criteria	Cabinet	Not before 07 November 2023		Lead Cabinet Member for	Cabinet report publication

Key and non-key decisions expected to be made from 1 September 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
Non-Key	and determination process for the Rural Shared Prosperity grant scheme				Economic Development Katherine Southwood, Business Support Projects Team Leader	expected on 30 October 2023
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
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
Medium Term Financial Strategy (First Submission) Non-Key	Review and ensure that Council is aware of the financial challenges over the medium-term.	Cabinet	07 November 2023		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Cabinet report publication expected on 30 October 2023

Key and non-key decisions expected to be made from 1 September 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
Fees & Charges Key	Annual review and determination of fees and charges to be set by the Council from April 24.	Cabinet	07 November 2023		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 30 October 2023
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
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
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

Key and non-key decisions expected to be made from 1 September 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
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
General Fund Budget 2024/25	Consider the General Fund Revenue Budget for 2024/25	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Review of Revenue Reserves and Provisions	Review the Council's Revenue Reserves and Provisions as part of the 2024/2025 budget setting process.	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Medium Term Financial Strategy 2024-29	Review and ensure that Council is aware of the financial challenges over the medium-term	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources	Report publication expected on 29 January 2024

Key and non-key decisions expected to be made from 1 September 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
					Peter Maddock, Head of Finance	
Local Council Tax Support	Review the Localised Council Tax Support (LCTS) scheme for 2023/24 and agree the LCTS scheme for 2024/25	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Capital Strategy	Consider a refreshed version of the Strategy for adoption by the Council.	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Treasury Management Strategy	Consider a refreshed version of the Strategy for adoption by the Council.	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024

Key and non-key decisions expected to be made from 1 September 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
Capital Programme 2024/25 - 2028/29	Consider the Council's Capital Programme	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Housing Revenue Account Budget 2024/25	Consider the Housing Revenue Account Budget for 2024/25	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Council Tax Resolution 2024-25	Consider the Council Tax Resolution for 2024/25	Cabinet Council	06 February 2024 27 February 2024		Lead Cabinet member for Resources Peter Maddock, Head of Finance	Report publication expected on 29 January 2024
Pay Policy Statement		Council	27 February 2024		Lead Cabinet member for	Report publication expected on 19

Key and non-key decisions expected to be made from 1 September 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
					Resources Jeff Membery, Head of Transformation, HR and Corporate Services	February 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
Annual Equality Scheme Update and Progress Report Key	To consider an update	Cabinet	12 March 2024		Lead Cabinet member for Resources Kevin Ledger, Senior Policy and Performance Officer	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

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