

NOTICE OF KEY DECISIONS

To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 between 19 March and 12 September 2013



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 6), 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
Maggie Jennings on 01954 713029 or by e-mailing Maggie.Jennings@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 Ray Manning
Councillor Simon Edwards
Councillor Pippa Corney
Councillor Sue Ellington
Councillor James Hockney
Councillor Mark Howell
Councillor Tim Wotherspoon
Councillor Nick Wright

Leader of the Council
Deputy Leader and Finance and Staffing
Planning Policy and Localism
Environmental Services
Corporate and Customer Services
Housing
Northstowe
Planning and Economic Development

Key and non-key decisions expected to be made from 19 March 2013

Decision to be made	Decision Maker	Date of Meeting	Documents submitted to the decision maker	Portfolio Holder and Contact Officer	Reason for Report to be considered in Private
<p>Cross-border Waste Collection: Service Level Agreement with Cambridge City Council</p> <p>Key</p>	<p>Environmental Services Portfolio Holder</p>	<p>19 March 2013</p>	<p>Report and Agreement</p>	<p>Environmental Services Portfolio Holder</p> <p>Paul Quigley, Environment Services Manager</p>	<p>Not applicable</p>
<p>Adoption of Cambridgeshire County Council Street Lights</p> <p>Key</p>	<p>Environmental Services Portfolio Holder's Meeting</p>	<p>19 March 2013</p>	<p>Report</p>	<p>Environmental Services Portfolio Holder</p> <p>Paul Quigley, Environment Services Manager</p>	<p>Not applicable</p>

Risk Management Strategy	Corporate Governance Committee	19 March 2013	Report and Strategy	Cllr Francis Burkitt, John Garnham, Head of Finance, Policy & Performance	Not applicable
Non-Key	Council	25 April 2013			
BASSINGBOURN: Disposal of garage site off Mill Lane	Housing Portfolio Holder	20 March 2013	Report	Housing Portfolio Holder Jenny Clark, Lands Officer	Not applicable
Non-Key					
GT CHISHILL: Transfer of track at Waller's Close	Housing Portfolio Holder	20 March 2013	Report	Housing Portfolio Holder Jenny Clark, Lands Officer	Not applicable
Non-Key					
Customer Compliments, Comments and Complaints Policy	Housing Portfolio Holder	20 March 2013	Report and Policy	Housing Portfolio Holder Stephen Hills, Affordable Homes Director	Not applicable
Non-Key					

<p>South Cambs Local Plan 2011-2031: Delivering Quality</p> <p>Key</p>	<p>Planning Policy and Localism Portfolio Holder</p>	<p>21 March 2013</p>	<p>Report (authorisation given by the Chairman of Scrutiny & Overview Committee for this item to be considered without the requisite 28 days notice)</p>	<p>Planning Policy and Localism Portfolio Holder</p> <p>Keith Miles, Planning Policy Manager</p>	<p>Not applicable</p>
<p>Support Grants: Next steps following review</p> <p>Non-Key</p>	<p>Leader of Council</p>	<p>28 March 2013</p>	<p>Report</p>	<p>Leader of Council</p> <p>Jane Green, Head of New Communities</p>	<p>Not applicable</p>
<p>Capital Grant Funding 2012-13</p> <p>Non-Key</p>	<p>Leader's Portfolio Meeting</p>	<p>28 March 2013</p>	<p>Report</p>	<p>Leader of Council</p> <p>Joseph Minutolo, Resource Officer, Richard Hales, Team Leader (Communities)</p>	<p>Not applicable</p>

<p>Heritage Guardianship Sites and Closed Churchyards</p> <p>Key</p>	<p>Planning and Economic Development Portfolio Holder</p>	<p>April 2013</p>	<p>Report</p>	<p>Planning and Economic Development Portfolio Holder</p> <p>David Bevan, Conservation Manager</p>	<p>Not applicable</p>
<p>South Cambs Local Plan 2011-2031: Building Blocks for Growth</p> <p>Key</p>	<p>Planning Policy and Localism Portfolio Holder</p>	<p>11 April 2013</p>	<p>Report</p>	<p>Planning Policy and Localism Portfolio Holder</p> <p>Keith Miles, Planning Policy Manager</p>	<p>Not applicable</p>

<p>Health and Well-being Strategy</p> <p>Key</p>	<p>Cabinet</p> <p>Council</p>	<p>11 April 2013</p> <p>26 September 2013</p>	<p>Report and Action Plan</p> <p>Report and Strategy</p>	<p>Environmental Services Portfolio Holder</p> <p>Gemma Barron, Partnerships Manager, Iain Green, Environmental Health Officer (Public Health Specialist)</p>	<p>Not applicable</p>
<p>Planning and New Communities Re-structure</p> <p>Key</p>	<p>Cabinet</p>	<p>11 April 2013</p>	<p>Report</p>	<p>Leader of Council</p> <p>Jo Mills, Planning and New Communities Director</p>	<p>Part of the report may contain confidential information under paragraph 1 of part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended)</p>

<p>Shared Service Update</p> <p>Non-Key</p>	<p>Cabinet</p>	<p>11 April 2013</p>	<p>Report</p>	<p>Leader of Council</p> <p>Susan Gardner Craig, Human Resources Manager</p>	<p>Part of the report may contain confidential information under paragraph 1 of part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended)</p>
<p>Removing barriers to Employment Strategy</p> <p>Non-Key</p>	<p>Cabinet</p>	<p>11 April 2013</p>	<p>Report and Strategy</p>	<p>Planning and Economic Development Portfolio Holder</p> <p>Stephen Hills, Affordable Homes Director</p>	<p>Not applicable</p>

<p>NORTHSTOWE: Foul Water Drainage Requirements</p> <p>Key</p>	<p>Cabinet Council</p>	<p>11 April 2013 25 April 2013</p>	<p>Report</p>	<p>Northstowe Portfolio Holder</p> <p>Lois Bowser, Northstowe Team Leader</p>	<p>Not applicable</p>
<p>NORTHSTOWE: Delivery Update</p> <p>Key</p>	<p>Cabinet</p>	<p>11 April 2013</p>	<p>Report</p>	<p>Northstowe Portfolio Holder</p> <p>Jo Mills, Planning and New Communities Director</p>	<p>Not applicable</p>
<p>Future Housing Investment Plans</p> <p>Key</p>	<p>Cabinet Council</p>	<p>11 April 2013 25 April 2013</p>	<p>Report</p>	<p>Housing Portfolio Holder</p> <p>Stephen Hills, Affordable Homes Director</p>	<p>Not applicable</p>

<p>Local Government Pension Scheme Discretions Policy</p> <p>Non-Key</p>	<p>Finance and Staffing Portfolio Holder</p> <p>Council</p>	<p>16 April 2013</p> <p>25 April 2013</p>	<p>Report</p>	<p>Finance and Staffing Portfolio Holder</p> <p>Susan Gardner Craig, Human Resources Manager</p>	<p>Not applicable</p>
<p>National Non-Domestic Rates (NNDR) Discretionary Relief Policy</p> <p>Key</p>	<p>Finance and Staffing Portfolio Holder</p>	<p>16 April 2013</p>	<p>Report and Policy</p>	<p>Finance and Staffing Portfolio Holder</p> <p>Philip Bird, Revenues Manager</p>	<p>Not applicable</p>
<p>Strategic Risk Register</p> <p>Non-Key</p>	<p>Corporate and Customer Services Portfolio Holder</p>	<p>18 April 2013</p>	<p>Report</p>	<p>Corporate and Customer Services Portfolio Holder</p> <p>John Garnham, Head of Finance, Policy & Performance</p>	<p>Not applicable</p>

Write-offs Non-Key	Council	23 May 2013	Report	Finance and Staffing Portfolio Holder Philip Bird, Revenues Manager	Not applicable
Sizes, Terms of Reference & Appointments to Committee and Joint Committees for 2013/14 Key	Council	23 May 2013	Report	Leader of Council Graham Aisthorpe- Watts, Democratic Services Team Leader	Not applicable
Appointments to Outside Bodies, Joint & Other Member Bodies for 2013/14 Non-Key	Council	23 May 2013	Report	Leader of Council Graham Aisthorpe- Watts, Democratic Services Team Leader	Not applicable

Annual Scrutiny & Overview Report Non-Key	Council	23 May 2013	Report	Cllr Ben Shelton Graham Aisthorpe-Watts, Democratic Services Team Leader	Not applicable
Major Opposition Group Leader's Annual Report Non-Key	Council	23 May 2013	Report	Cllr Sebastian Kindersley	Not applicable
Community Infrastructure Levy (CIL): Charging Schedule Key	Planning and Economic Development Portfolio Holder Council	June 2013 21 November 2013	Report to agree submission to Government Implementation Plan	Planning and Economic Development Portfolio Holder James Fisher, S106 Officer	Not applicable

<p>Asset Management Policy</p> <p>Key</p>	<p>Housing Portfolio Holder</p>	<p>June 2013</p>	<p>Report and Policy</p>	<p>Housing Portfolio Holder</p> <p>Anita Goddard, Housing Operational Services Manager</p>	<p>Not applicable</p>
<p>Design and Quality Charter</p> <p>Non-Key</p>	<p>Housing Portfolio Holder</p>	<p>June 2013</p>	<p>Report</p>	<p>Housing Portfolio Holder</p> <p>Schuyler Newstead, Housing Development & Enabling Manager</p>	<p>Not applicable</p>
<p>South Cambs Local Plan 2011-2031: Homes and Jobs</p> <p>Key</p>	<p>Planning Policy and Localism Portfolio Holder</p>	<p>11 June 2013</p>	<p>Report</p>	<p>Planning Policy and Localism Portfolio Holder</p> <p>Keith Miles, Planning Policy Manager</p>	<p>Not applicable</p>

<p>South Cambs Local Plan: Agreeing the Draft for Consultation</p> <p>Key</p>	<p>Cabinet</p> <p>Council</p>	<p>27 June 2013</p> <p>21 November 2013</p>	<p>Draft Plan</p> <p>Final Plan for submission to Secretary of State</p>	<p>Planning Policy and Localism Portfolio Holder</p> <p>Keith Miles, Planning Policy Manager</p>	<p>Not applicable</p>
<p>Enforcement and Inspection Review</p> <p>Non-Key</p>	<p>Cabinet</p>	<p>27 June 2013</p>	<p>Report</p>	<p>Environmental Services Portfolio Holder</p> <p>Mike Hill, Health and Environmental Services Director</p>	<p>Not applicable</p>
<p>Waste Partnership Joint Working Arrangements</p> <p>Key</p>	<p>Cabinet</p>	<p>27 June 2013</p>	<p>Report</p>	<p>Environmental Services Portfolio Holder</p> <p>Paul Quigley, Environment Services Manager</p>	<p>Not applicable</p>

<p>Children and Young People's Plan</p> <p>Key</p>	Cabinet	12 September 2013	Report and Plan	<p>Environmental Services Portfolio Holder</p> <p>Gemma Barron, Partnerships Manager</p>	Not applicable
<p>Ageing Well Strategy</p> <p>Key</p>	Cabinet	12 September 2013	Report and Strategy	<p>Environmental Services Portfolio Holder</p> <p>Gemma Barron, Partnerships Manager, Iain Green, Environmental Health Officer (Public Health Specialist)</p>	Not applicable