

## NOTICE OF KEY DECISIONS

To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 between **16 January and 15 April 2014**



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

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](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.

*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](mailto: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)

Information relating to any individual

Information which is likely to reveal the identity of an individual

Information relating to the financial or business affairs of any particular person (including the authority holding that information)

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

Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings

Information which reveals that the authority proposes:

to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or

to make an Order or Direction under any enactment

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 Mark Howell

Councillor Mick Martin

Councillor David Whiteman-Downes

Councillor Tim Wotherspoon

Councillor Nick Wright

Leader of the Council

Deputy Leader and Finance and Staffing

Planning Policy and Localism

Housing

Environmental Services

Corporate and Customer Services

Northstowe

Planning and Economic Development

**Key and non-key decisions expected to be made from 16 January 2014**

Decision to be made	Decision Maker	Date of Meeting	Reason for Report to be considered in Private	Portfolio Holder and Contact Officer	Documents submitted to the decision maker
Green Deal: Action on Energy and Delivery Plan Key	Leader of Council	16 January 2014		Leader of Council Siobhan Mellon, Parish Energy Project Officer	Report (publication expected 8 January 2014)
Grant-aided Activity Update Non-Key	Leader of Council	16 January 2014		Leader of Council Clare Gibbons, Development Officer	Report (publication expected 8 January 2014)
Investment and Borrowing Strategy Key	Finance and Staffing Portfolio Holder Council	21 January 2014 27 February 2014		Finance and Staffing Portfolio Holder Alex Colyer, Executive Director, Corporate Services, John Garnham, Head of Finance, Policy & Performance, Sally Smart, Principal Accountant Financial & Systems	Report and Strategy with recommendation to Council (publication expected 13 January 2014)
Revenues and Benefits Performance	Finance and Staffing Portfolio Holder	21 January 2014		Finance and Staffing Portfolio Holder	Report with Q2 Performance

Report Non-Key	Finance and Staffing Portfolio Holder	15 April 2014		Katie Brown, Revenues Manager, Dawn Graham, Benefits Manager	(publication expected 13 January 2014)  Report with Q3 Performance (publication expected 7 April 2014)
Treasury Management Quarterly Investment Review  Non-Key	Finance and Staffing Portfolio Holder  Finance and Staffing Portfolio Holder	21 January 2014  15 April 2014		Finance and Staffing Portfolio Holder  Alex Colyer, Executive Director, Corporate Services, John Garnham, Head of Finance, Policy & Performance, Sally Smart, Principal Accountant Financial & Systems	Report (publication expected 13 January 2014)  Report (publication expected 7 April 2014)
Members' Allowances 2014/15  Non-Key	Council	23 January 2014		Leader of Council  Maggie Jennings, Democratic Services Officer	Report with recommendation from the Independent Remuneration Panel (publication expected 15 January 2014)
Localised Council Tax Support Scheme 2014/15	Council	23 January 2014		Finance and Staffing Portfolio Holder  Dawn Graham,	Report and Scheme (publication expected 15 January 2014)

Key				Benefits Manager	
Annual Pay Policy Statement 2014-15  Non-Key	Council	23 January 2014		Leader of Council  Susan Gardner Craig, Human Resources Manager	Report (publication expected 15 January 2014)
Interim Council policy on SCDC's approach to mortgagee in possession clauses (pending a full review of the affordable housing supplementary planning document)  Non-key	<b>Planning Policy and Localism PFH</b>	<b>11 February 2014</b>		Planning Policy & Localism Portfolio Holder and Housing Portfolio Holder  Fiona McMillan, Legal, Democratic & Elections Manager, Keith Miles, Planning Policy Manager and Schuyler Newstead, Housing Development & Enabling Manager	Report and Statement (publication expected 3 February 2014)
<b>Local Development Scheme Update</b>  Non-key	<b>Planning Policy and Localism PFH</b>	<b>11 February 2014</b>		<b>Planning Policy and Localism PFH</b>  <b>Keith Miles, Planning Policy Manager</b>	<b>Report (publication expected 3 February 2014)</b>
<b>Local Development</b>	<b>Planning Policy and</b>	<b>11 February 2014</b>		<b>Planning Policy and</b>	<b>Report (publication</b>

<b>Framework Annual Monitoring Report 2012-13</b>  <b>Non-key</b>	<b>Localism PFH</b>			<b>Localism PFH</b>  <b>Keith Miles, Planning Policy Manager</b>	<b>expected 3 February 2014)</b>
<b>South Cambs Local Plan – consultation responses and consideration on whether to submit for examination</b>  <b>Key</b>	<b>Planning Policy and Localism PFH</b>  <b>Special Council</b>	<b>11 February 2014</b>  <b>13 March 2014</b>		<b>Planning Policy and Localism PFH</b>  <b>Keith Miles, Planning Policy Manager</b>	<b>Report and appendices including recommendation to Council if approved by the Portfolio Holder (publication expected 3 February 2014)</b>
<b>NORTHSTOWE s.106: Shortfall in Funding</b>  <b>Key</b>	<b>Cabinet</b>	<b>13 February 2014</b>		<b>Northstowe Portfolio Holder</b>  <b>Jo Mills, Planning and New Communities Director</b>	<b>Report (publication expected 5 February 2014)</b>
<b>Waste Partnership Joint Working Arrangements</b>  <b>Key</b>	<b>Cabinet</b>	<b>13 February 2014</b>		<b>Environmental Services Portfolio Holder</b>  <b>Paul Quigley, Head of Environment Commissioning</b>	<b>Report (publication expected 5 February 2014)</b>
<b>Position Statement:</b>	<b>Cabinet</b>	<b>13 February 2014</b>		<b>Corporate and</b>	<b>Report: Quarter 3</b>

Finance, Performance and Risk Non-Key				Customer Services Portfolio Holder  John Garnham, Head of Finance, Policy & Performance, Richard May, Policy and Performance Manager	(publication expected 5 February 2014) Report
Children and Young People's Plan Key	Cabinet	13 February 2014		Environmental Services Portfolio Holder  Gemma Barron, Partnerships Manager & Interim Sustainable Communities Team Leader	Report and Plan (publication expected 5 February 2014)
Ageing Well Strategy Key	Cabinet	13 February 2014		Environmental Services Portfolio Holder  Gemma Barron, Partnerships Manager & Interim Sustainable Communities Team Leader, Iain Green, Environmental Health Officer (Public Health Specialist)	Report and Strategy (publication expected 5 February 2014)

<p>Health and Well-being Strategy</p> <p>Key</p>	<p>Cabinet</p> <p>Council</p>	<p>13 February 2014</p> <p>27 February 2014</p>		<p>Environmental Services Portfolio Holder</p> <p>Gemma Barron, Partnerships Manager &amp; Interim Sustainable Communities Team Leader, Iain Green, Environmental Health Officer (Public Health Specialist)</p>	<p>Report and Strategy (publication expected 5 February 2014)</p>
<p>Corporate Plan Priorities 2014-2019</p> <p>Key</p>	<p>Cabinet</p> <p>Council</p>	<p>13 February 2014</p> <p>27 February 2014</p>		<p>Corporate and Customer Services Portfolio Holder</p> <p>Richard May, Policy and Performance Manager</p>	<p>Report and Plan (publication expected 5 February 2014)</p> <p>Report and Plan with recommendation from Cabinet (publication expected 19 February 2014)</p>
<p>Medium Term Financial Strategy (General Fund budget 2014/15 including Council Tax setting), Housing Revenue Account (including housing rents), Capital Programme</p>	<p>Cabinet</p> <p>Council</p>	<p>13 February 2014</p> <p>27 February 2014</p>		<p>Finance and Staffing Portfolio Holder</p> <p>John Garnham, Head of Finance, Policy &amp; Performance</p>	<p>Report and appendices with recommendations to Council (publication expected 5 February 2014)</p>



2014/15-2018/19 and Treasury Management (Revised 2013/14 and 2014/15)  Key					
Swavesey Byways Rate 2014-15  Non-Key	Council	27 February 2014		Environmental Services Portfolio Holder  Pat Matthews, Drainage Manager	Report with recommendation from the Swavesey Byways Advisory Group (publication expected 19 February 2014)
Mobile Warden Scheme: Grants 2014/15  Key	Environmental Services Portfolio Holder	18 March 2014		Environmental Services Portfolio Holder  Iain Green, Environmental Health Officer (Public Health Specialist)	Report (publication expected 10 March 2014)
Cross-border Waste Collection: Service Level Agreement with Cambridge City Council  Key	Environmental Services Portfolio Holder	<b>18 March</b> 2014		Environmental Services Portfolio Holder  Paul Quigley, Head of Environment Commissioning	Report (publication expected 10 March 2014)

<p>Community Infrastructure Levy (CIL): Charging Schedule</p> <p>Key</p>	<p>Planning and Economic Development Portfolio Holder</p> <p>Cabinet</p>	<p>20 March 2014</p> <p>10 April 2014</p>		<p>Planning and Economic Development Portfolio Holder</p> <p>James Fisher, s106 Officer</p>	<p>Report (publication expected 12 March 2014)</p> <p>Report to agree charging schedule following consultation (publication expected 2 April 2014)</p>
<p>Planning Service Improvement Plans Update</p> <p>Non-Key</p>	<p>Planning and Economic Development Portfolio Holder</p>	<p>20 March 2014</p>		<p>Planning and Economic Development Portfolio Holder</p> <p>Nigel Blazeby, Development Control Manager, John Koch, Planning Team Leader (West)</p>	<p>Report (publication expected 12 March 2014)</p>
<p>Planning: Review of pre-application fees</p> <p>Key</p>	<p>Planning and Economic Development Portfolio Holder</p>	<p>20 March 2014</p>		<p>Planning and Economic Development Portfolio Holder</p> <p>Nigel Blazeby, Development Control Manager, John Koch, Planning Team Leader (West)</p>	<p>Report (publication expected 12 March 2014)</p>

