

## NOTICE OF KEY DECISIONS

To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from September 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.scamb.gov.uk](http://www.scamb.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@scamb.gov.uk](mailto:Maggie.Jennings@scamb.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 Mark Howell

Councillor Mick Martin

Councillor Robert Turner

Councillor David Whiteman-Downes

Councillor Tim Wotherspoon

Councillor Nick Wright

Leader of the Council

Deputy Leader and Finance and Staffing

Housing

Environmental Services

Planning Portfolio Holder

Corporate and Customer Services

Northstowe

Planning and Economic Development

Key and non-key decisions expected to be made from September 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
<p>Joint Procurement of a Cambridgeshire Handy Person Scheme</p> <p>Key</p>	Environmental Services Portfolio Holder	September 2014 (TBA)		<p>Environmental Services Portfolio Holder</p> <p>Iain Green, Environmental Health Officer (Public Health Specialist)</p>	Report (publication expected in August/September 2014)
<p>Cross-border Waste Collection: Service Level Agreement with Cambridge City Council</p> <p>Key</p>	Environmental Services Portfolio Holder	September 2014 (TBA)		<p>Environmental Services Portfolio Holder</p> <p>Paul Quigley, Head of Environment Commissioning</p>	Report (publication expected in September 2014)
<p>City Deal: Governance Arrangements</p> <p>Key</p>	<p>Corporate Governance Committee</p> <p>Cabinet</p> <p>Council</p>	<p>03 September 2014</p> <p>13 November 2014</p> <p>27 November 2014</p>		<p>Leader of Council</p> <p>Alex Colyer, Executive Director, Corporate Services</p>	<p>Report (publication expected 26 August 2014)</p> <p>Report (publication expected 5 November 2014)</p> <p>Report (publication expected 19 November 2014)</p>

Memorandum of Understanding: Greater Cambridge Housing Trajectory  Non-Key	Planning Portfolio Holder	9 September 2014		Planning Portfolio Holder  Caroline Hunt, Local Development Framework Team Leader	Report (publication expected 1 September 2014)
South Cambs Ltd - Business Case Update  Key	Cabinet	11 September 2014	The report is likely to contain information relating to the financial or business affairs of any particular person (including the authority holding that information)	Housing Portfolio Holder  Stephen Hills, Affordable Homes Director	Report (publication expected 3 September 2014)
Corporate Enforcement & Inspection Policy  Key	Cabinet	11 September 2014		Environmental Services Portfolio Holder  Mike Hill, Health and Environmental Services Director	Report and Policy (publication expected 3 September 2014)
Housing Development Vehicle  Key	Cabinet	11 September 2014	The report is likely to contain information relating to the financial or business affairs of any	Housing Portfolio Holder  Stephen Hills, Affordable Homes	Report (publication expected 3 September 2014)

			particular person (including the authority holding that information)	Director	
Welfare Reform/Under occupation  Non-Key	Cabinet	11 September 2014		Housing Portfolio Holder  Stephen Hills, Affordable Homes Director	Report and appendix - for information only) (publication expected 3 September 2014)
Position Statement: Finance, Performance and Risk 2014/15  Non-Key	Cabinet	11 September 2014		Corporate and Customer Services Portfolio Holder	Q1 Report and appendices (publication expected 3 September 2014)
	Cabinet	13 November 2014		John Garnham, Head of Finance, Policy & Performance, Richard May, Policy and Performance Manager, Graham Smith, Management Accountant	Q2 Report and appendices (publication expected 5 November 2014)
	Cabinet	12 February 2015			Q3 Report and appendices (publication expected 4 February 2015)
Member Development Strategy 2014-17  Non-Key	Council	25 September 2014		Corporate and Customer Services Portfolio Holder  Graham Watts, Democratic Services	Report and Strategy (publication expected 17 September 2014)

				Team Leader	
Appointment to the Independent Remuneration Panel Non-Key	Council	25 September 2014		Leader of Council Maggie Jennings, Democratic Services Officer	Report (publication expected 17 September 2014)
LONGSTANTON, Fairview: Re-development of Site Key	Housing Portfolio Holder	15 October 2014		Housing Portfolio Holder Uzma Ali, Housing Development Officer	Report (publication expected 8 October 2014)
Shared Service: Building Control Key	Cabinet	16 October 2014		Planning Portfolio Holder Jo Mills, Planning and New Communities Director	Report (publication expected 8 October 2014)
Shared Service: Legal Key	Cabinet	16 October 2014		Leader of Council Alex Colyer, Executive Director, Corporate Services	Report (publication expected 8 October 2014)
Shared Service: ICT Key	Cabinet	16 October 2014		Leader of Council Alex Colyer,	Report (publication expected 8 October 2014)

				Executive Director, Corporate Services	
Cambridge City & South Cambs Joint Waste Working  Non-Key	Cabinet	16 October 2014		Environmental Services Portfolio Holder  Mike Hill, Health and Environmental Services Director	Report (publication expected 8 October 2014)
Treasury Management Annual Report  Non-Key	Finance and Staffing Portfolio Holder	21 October 2014		Finance and Staffing Portfolio Holder  Sally Smart, Principal Accountant Financial & Systems	Report (publication expected 13 October 2014)
Treasury Management Quarterly Investment Review 2014/15  Non-Key	Finance and Staffing Portfolio Holder  Finance and Staffing Portfolio Holder	21 October 2014  21 April 2015		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 October 2014)  Report (publication expected 13 April 2015)

Write-Offs 2014/15 Key	Finance and Staffing Portfolio Holder	21 October 2014		Finance and Staffing Portfolio Holder	Report (publication expected 13 October 2014)
	Finance and Staffing Portfolio Holder	20 January 2015		Katie Brown, Revenues Manager	Report (publication expected 12 January 2015)
	Finance and Staffing Portfolio Holder	22 April 2015			Report (publication expected 14 April 2015)
Revenues and Benefits Performance Report  Non-Key	Finance and Staffing Portfolio Holder	21 October 2014		Finance and Staffing Portfolio Holder	Q1 Report (publication expected 13 October 2014)
	Finance and Staffing Portfolio Holder	20 January 2015		Katie Brown, Revenues Manager	Q2 Report (publication expected 12 January 2015)
	Finance and Staffing Portfolio Holder	21 April 2015			Q3 Report (publication expected 14 April 2015)
Rural Settlements List 2015/16  Non-Key	Finance and Staffing Portfolio Holder	21 October 2014		Finance and Staffing Portfolio Holder	Report and appendix (publication expected 13 October 2014)



<p>Review of Medium Term Financial Strategy (MTFS) 2014-15</p> <p>Non-Key</p>	Cabinet	13 November 2014		<p>Finance and Staffing Portfolio Holder</p> <p>John Garnham, Head of Finance, Policy &amp; Performance</p>	<p>Report and appendices (publication expected 5 November 2014)</p>
<p>Corporate Plan Priorities 2015-2020</p> <p>Key</p>	Cabinet	13 November 2014		<p>Corporate and Customer Services Portfolio Holder</p> <p>Richard May, Policy and Performance Manager</p>	<p>Report (publication expected 5 November 2014)</p>
<p>Setting of Council Tax Base</p> <p>Key</p>	Chief Finance Officer	In month of December 2014		<p>Finance and Staffing Portfolio Holder</p> <p>Katie Brown, Revenues Manager</p>	<p>Decision Notice (publication expected in December 2014)</p>
<p>Localised Council Tax Support Scheme 2014/15</p> <p>Key</p>	Council	29 January 2015		<p>Finance and Staffing Portfolio Holder</p> <p>Alex Colyer, Executive Director, Corporate Services, Dawn Graham, Benefits Manager</p>	<p>Report (publication expected 21 January 2015)</p>