

APPENDIX C

NOTICE OF KEY DECISIONS

To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from 14 October 2015



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 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
Victoria Wallace on 01954 713026 or by e-mailing Victoria.Wallace@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 Mark Howell
Councillor Mick Martin
Councillor Peter Topping
Councillor Robert Turner
Councillor Tim Wotherspoon
Councillor Nick Wright

Leader of the Council
Deputy Leader and Finance and Staffing
Housing
Environmental Services
Corporate and Customer Services
Planning
Strategic Planning and Transportation
Economic Development

Key and non-key decisions expected to be made from 14 October 2015

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
Rural Settlements List 2016/17 Key	Finance and Staffing Portfolio Holder	20 October 2015		Finance and Staffing Portfolio Holder Katie Brown, Revenues Manager	Report (publication expected 12 October 2015)
Revenues and Benefits Performance Report Q1 Non-Key	Finance and Staffing Portfolio Holder	20 October 2015		Finance and Staffing Portfolio Holder Katie Brown, Revenues Manager	Report (publication expected 12 October 2015)
Treasury Management Annual Report Non-Key	Finance and Staffing Portfolio Holder	20 October 2015		Finance and Staffing Portfolio Holder Alex Colyer, Executive Director, Corporate Services Sally Smart, Principal Accountant Financial & Systems	Report (publication expected 12 October 2015)
Treasury Management Quarterly Investment Review	Finance and Staffing Portfolio Holder	20 October 2015		Finance and Staffing Portfolio Holder	Report (publication expected 12 October 2015)

Key and non-key decisions expected to be made from 14 October 2015

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
Non-Key				Alex Colyer, Executive Director, Corporate Services	
Write-offs 2015/16 Key	Finance and Staffing Portfolio Holder Finance and Staffing Portfolio Holder Finance and Staffing Portfolio Holder	20 October 2015 19 January 2016 19 April 2016		Finance and Staffing Portfolio Holder Katie Brown, Revenues Manager	Report (publication expected 12 October 2015) Report (publication expected 11 January 2016) Report (publication expected 11 April 2016)
Community Infrastructure Levy (CIL) Update Key	Planning Portfolio Holder	10 November 2015		Planning Portfolio Holder James Fisher, S106 Officer	Report (Publication expected 02 November 2015)
Review of Medium Term Financial Strategy including consideration of capital accounting policy Non-Key	Cabinet	12 November 2015		Finance and Staffing Portfolio Holder John Garnham, Principal Accountant (General Fund & Projects)	Report (publication expected 04 November 2015)

Key and non-key decisions expected to be made from 14 October 2015

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
Mortgagee in Possession Clauses relating to exception site schemes Key	Cabinet	12 November 2015		Housing Portfolio Holder Julie Fletcher, Head of Housing Strategy	Report (publication expected 04 November 2015)
Corporate Plan Priorities 2016-2021 Key	Corporate and Customer Services Portfolio Holder	12 November 2015		Corporate and Customer Services Portfolio Holder Richard May, Policy and Performance Manager	Report (publication expected 04 November 2015)
Business Case for Ermine Street Housing Key	Cabinet Council	12 November 2015 26 November 2015	Report to be considered in private in accordance with the provisions of Section 100(A)(4) of the Local Government Act 1972 (exempt information as defined in paragraph 3 and 4 of Schedule 12A of the Act)	Housing Portfolio Holder Stephen Hills, Director of Housing Duncan Vessey, New Business Initiatives Manager (Housing)	Report (publication expected 04 November 2015)
Position Statement 2015/16: Finance,	Cabinet	12 November 2015		Corporate and Customer Services	Q2 Report (publication expected 04 November)

Key and non-key decisions expected to be made from 14 October 2015

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Performance and Risk Non-Key	Cabinet Cabinet	11 February 2016 July 2016		Portfolio Holder John Garnham, Principal Accountant (General Fund & Projects) Richard May, Policy and Performance Manager Graham Smith, Management Accountant	2015) Q3 Report (publication expected 03 February 2016) Q4 Report (publication expected in month of July 2016)
Shared Trade Waste Service Key	Cabinet	12 November 2015		Environmental Services Portfolio Holder Mike Hill, Health and Environmental Services Director	Report (publication expected 04 November 2015)
Local Plan Key	Planning Portfolio Holder	17 November 2015		Planning Portfolio Holder Caroline Hunt, Planning Policy Manager	Report (publication expected 09 November 2015)
Pre-application advice	Planning Portfolio	17 November 2015		Planning Portfolio	Report (publication

Key and non-key decisions expected to be made from 14 October 2015

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service review Key	Holder			Holder Jane Green, Head of New Communities, John Koch, Planning Team Leader (West)	expected 09 November 2015)
Strategic Policies Key	Planning Portfolio Holder	December 2015		Planning Portfolio Holder Alison Talkington, Senior Planning Policy Officer	Report (publication date tbc)
Reviewing how the Council assists Parish Councils in preparing Neighbourhood Plans Key	Planning Portfolio Holder's Meeting	December 2015		Planning Portfolio Holder Alison Talkington, Senior Planning Policy Officer	Report (date of publication tbc)
Flood and Water SPD Non-Key	Planning Portfolio Holder	December 2015		Planning Portfolio Holder Jennifer Nuttycombe, Senior Planning Policy Officer, Jonathan Dixon, Principal Planning Policy Officer	Report (publication date tbc)

Key and non-key decisions expected to be made from 14 October 2015

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
				(Transport)	
Annual Monitoring Report Non-Key	Planning Portfolio Holder	December 2015		Planning Portfolio Holder Jennifer Nuttycombe, Senior Planning Policy Officer	Report (publication date tbc)
WILLINGHAM: Wilford Furlong Project Non-Key	Housing Portfolio Holder	16 March 2016		Housing Portfolio Holder Gill Anderton, Head of Housing (New Build)	Report (publication expected 08 March 2016)
Transfer/Sale of Land at OSP 148, Church Lane, Great Eversden Non-Key	Housing Portfolio Holder	16 March 2016	Report to be considered in private in accordance with the provisions of Section 100(A)(4) of the Local Government Act 1972 (exempt information as defined in paragraph 3 of Schedule 12A of the Act)	Housing Portfolio Holder Julie Fletcher, Head of Housing Strategy	Report (publication expected 08 March 2016)