

NOTICE OF KEY AND NON KEY DECISIONS

To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) Regulations 2012 from 10 September 2020



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.

*If you have any queries relating to this Notice, please contact
Victoria Wallace 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 Bridget Smith	Leader of the Council
Councillor Aidan Van der Weyer	Deputy Leader (statutory), Strategic Planning and Transport
Councillor Neil Gough	Deputy Leader (non-statutory), Transformation and Projects
Councillor Bill Handley	Community Resilience
Councillor Tumi Hawkins	Planning Policy and Delivery
Councillor Peter McDonald	Business Recovery
Councillor Brian Milnes	Environmental Services and Licensing
Councillor Hazel Smith	Housing
Councillor John Williams	Finance

Key and non-key decisions expected to be made from 10 September 2020

Decision to be made	Description of Decision	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>Potential property acquisition decision</p> <p>Key</p>	<p>Potential decision items relating to decisions to acquire property where in line with the Council's Constitution, the level of investment requires Cabinet agreement (acquisitions in excess of £2m). If no such decisions are needed, this item will be withdrawn.</p>	<p>Cabinet</p> <p>Cabinet</p>	<p>19 October 2020</p> <p>07 December 2020</p>		<p>Lead Cabinet member for Housing</p> <p>Kirstin Donaldson, Head of New Build</p> <p>Peter Campbell, Head of Housing</p>	<p>Report (publication expected 9 October 2020)</p> <p>Report (publication expected 27 November 2020)</p>
<p>Pay Award</p> <p>Non-Key</p>		<p>Council</p>	<p>24 September 2020</p>		<p>Lead Cabinet member for Finance</p> <p>Chief Executive</p>	<p>Report (publication expected 16 September 2020)</p>

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Treasury Management Annual Report 2019/2020 Non-Key	To report on the treasury management activities and performance for the financial year 2019/20.	Audit and Corporate Governance Committee	29 September 2020			Report (publication expected 21 September 2020)
Compulsory Purchase Policy Non-Key	To consider the adoption of a policy that sets out the approach/circumstances/conditions under which the Council will consider the use of compulsory purchase powers to acquire land and property interests for the purpose of carrying out development/re-development/improvement where there is a compelling case in the public interest to do so.	Cabinet	19 October 2020		Lead Cabinet member for Finance Chief Executive	Report (publication expected 9 October 2020)
Response to Government Consultation:	To agree the Council's response to the	Cabinet	19 October 2020		Lead Cabinet member for Planning	Report (publication expected 9

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Planning for the future White Paper Non-Key	Government consultation.				Joint Director for Planning and Economic Development	October 2020)
Update on Cambridge Ice Rink Non-Key		Cabinet	19 October 2020	Part or all of the report may be exempt by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972	Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 9 October 2020)
Pre-application fees proposal Key	To propose an increase in pre-application fees to move closer to cost recovery for this service. An incremental increase in fees over 18 months is proposed.	Cabinet	19 October 2020		Lead Cabinet member for Planning Stephen Kelly, Joint Director of Planning and Economic Development	Report (publication expected 9 October 2020)

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Capital Programme Update and New Bids Key	To consider the performance of the Council's Capital Programme during 2019/2020 and to consider new capital scheme bids from 2021/2022.	Cabinet	19 October 2020		Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 9 October 2020)
Medium Term Financial Plan Key	To report an updated Medium Term Financial Plan following the outcome of a mid-year review of financial forecasts and projected changes in service spending.	Cabinet	19 October 2020		Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 9 October 2020)
Empty Homes Strategy		Cabinet	19 October 2020		Lead Cabinet Member for Housing Peter Campbell, Head of Housing	Report (publication expected 9 October 2020)

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Mid-Year Treasury Management Report 2020/21 Non-Key	To report the mid-year treasury management activities and performance.	Audit and Corporate Governance Committee	24 November 2020		Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 16 November 2020)
Financial Procedure Rules Non-Key	To review the existing Financial Regulations to ensure that they remain sound for the purpose of ensuring the proper administration of the Council's financial affairs.	Council	26 November 2020		Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 14 November 2020)
2020/2021 Revenue and Capital Budget Monitoring Non-Key	To consider the latest monitoring data in respect of the 2020/2021 revenue and capital budgets (Q2) and emerging budget	Cabinet	07 December 2020		Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 27 November 2020)

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	issues.					
Natural Capital Strategy Non-Key		Cabinet	07 December 2020		Siobhan Mellon, Development Officer - Climate and Environment	Report (publication expected 27 November 2020)
Green Energy Investment Decision Key	Potential decision on potential Investment Strategy Stream 2 green energy investment. If no such decision is needed, this item will be withdrawn.	Cabinet	07 December 2020	Part or all of the report may be exempt by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972	Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 9 October 2020)
Potential Property Investment Decision Key	Potential decision on potential Investment Strategy acquisition where in line with the Council's Constitution the level of	Cabinet	07 December 2020	Part or all of the report may be exempt by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972	Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 27 November 2020)

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	investment requires Cabinet agreement. If no such decisions are needed, this item will be withdrawn.					
Review of Reserves and Provisions Non-Key	To review the level of Council's Reserves and Provisions as part of the 2021/2022 budget setting process.	Cabinet	03 February 2021		Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 26 January 2020)
Treasury Management Strategy Key	To undertake the annual review of the Treasury Management Strategy.	Cabinet	03 February 2021		Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 26 January 2021)
Proposed Fees & Charges 2021/2022 Key	To undertake the annual review and to determine non-regulatory fees and charges to be	Cabinet	03 February 2021		Lead Cabinet member for Finance Peter Maddock,	Report (publication expected 26 January 2021)

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	set by the Council for the provision of services from April 2020 (unless otherwise stated).				Head of Finance	
<p>Council Tax Arrangements 2021/2022: Proposed Council Tax Reduction Scheme</p> <p>Key</p>	To consider revisions to the Council Tax Reduction Scheme.	Cabinet	03 February 2021		<p>Lead Cabinet member for Finance</p> <p>Peter Maddock, Head of Finance</p>	Report (publication expected 26 January 2021)
<p>Capital Strategy</p> <p>Key</p>	To undertake the annual review of the Council's Capital Strategy.	<p>Cabinet</p> <p>Council</p>	<p>03 February 2021</p> <p>18 February 2021</p>		<p>Lead Cabinet member for Finance</p> <p>Peter Maddock, Head of Finance</p>	<p>Report (publication expected 26 January 2020)</p> <p>Report (publication expected 10 February 2021)</p>
Capital Investment	To determine, for recommendation	Cabinet	03 February 2021		Lead Cabinet member for	Report (publication

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Programme Key	to Council, the Council's Capital Programme for 2021/2022, 2022/2023 and 2023/2024 together with the Council's proposed Prudential Indicators.	Council	18 February 2021		Finance Peter Maddock, Head of Finance	expected 26 January 2021) Report (publication expected 10 February 2021)
General Fund Budget 2021/2022 Key	To consider the summary General Fund Budget for 2021/2022 and to recommend the Budget to Council.	Cabinet Council	03 February 2021 18 February 2021		Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 26 January 2021) Report (publication expected 10 February 2021)
Housing Revenue Account Budget 2021/2022 Key	To consider the Housing Revenue Account Budget for 2021/2022 and to recommend the Budget to Council.	Cabinet Council	03 February 2021 18 February 2021		Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 26 January 2021) Report

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						(publication expected 10 February 2021)
NNDR Discretionary Rates Relief Policy Update Key	Adoption of updated policy following changes to reliefs by central Government. Government frequently introduces new/changes to rates and expects this to be delivered via the Council's discretionary powers, negating the need for legislative changes.	Cabinet	03 February 2021		Lead Cabinet member for Finance Peter Maddock, Head of Finance	Report (publication expected 26 January 2021)