

NOTICE OF KEY DECISIONS

To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from 20 January 2016



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 Robert Turner
Councillor Mark Howell
Councillor Mick Martin
Councillor Peter Topping
Councillor Tim Wotherspoon
Councillor Nick Wright

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

Key and non-key decisions expected to be made from 20 January 2016

| 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 |
|--|--------------------------|--|--|--|--|
| Transfer/Sale of land at OSP 148, Church Lane, Great Eversden Non-Key | Housing Portfolio Holder | 27 January 2016 | | Housing Portfolio Holder Julie Fletcher, Head of Housing Strategy | Report (publication 19 January 2016) |
| Localised Council Tax Support Scheme Non-Key | Council | 28 January 2016 | | Finance and Staffing Portfolio Holder Dawn Graham, Benefits Manager | Report (publication expected 20 January 2016) |
| Gambling Act Statement of Principles Key | Cabinet Council | 14 January 2016 28 January 2016 | | Environmental Services Portfolio Holder Environmental Services Portfolio Holder Myles Bebbington, Head of Service - Environmental Services & Licensing | Report (publication expected 06 January 2016) |
| Members' Allowances 2016/17 | Council | 28 January 2016 | | Leader of Council Graham Watts, | Report (publication expected 20 January 2016) |

Key and non-key decisions expected to be made from 20 January 2016

| 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 | | | | Democratic Services Team Leader | |
| Annual Pay Policy Statement 2016/17 Non-Key | Council | 28 January 2016 | | Leader of Council Susan Gardner Craig, Human Resources Manager | Report (publication expected 20 January 2016) |
| Position Statement 2015/16: Finance, Performance and Risk Non-Key | Cabinet Cabinet | 11 February 2016 July 2016 | | Finance and Staffing Portfolio Holder Finance and Staffing Portfolio Holder John Garnham, Principal Accountant (General Fund & Projects), Richard May, Policy and Performance Manager | Q3 Report (publication expected 03 February 2016) Q4 Report (publication expected in month of July 2016) |
| Corporate Plan 2016-2021 Key | Cabinet | 02 March 2016 | | Corporate and Customer Services Portfolio Holder Richard May, Policy and Performance Manager | Report (publication expected 4 February 2016) |

Key and non-key decisions expected to be made from 20 January 2016

| 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>Medium Term Financial Strategy (General Fund budget 2016/17 including Council Tax setting), Housing Revenue Account (including housing rents), Capital Programme 2016/17-2020/21 and Treasury Management Strategy (Revised 2015/16 and 2016/17)</p> <p>Key</p> | <p>Cabinet Council</p> | <p>11 February 2016 25 February 2016</p> | | <p>Finance and Staffing Portfolio Holder Finance and Staffing Portfolio Holder John Garnham, Principal Accountant (General Fund & Projects)</p> | <p>Report (publication expected 03 February 2016)</p> |
| <p>Treasury Management Quarterly Investment Review</p> <p>Non-Key</p> | <p>Finance and Staffing Portfolio Holder Finance and Staffing Portfolio Holder Cabinet</p> | <p>20 October 2015 19 January 2016 11 February 2016</p> | | <p>Finance and Staffing Portfolio Holder Finance and Staffing Portfolio Holder Alex Colyer, Executive Director, Corporate Services Sally Smart, Principal</p> | <p>Report (publication expected 12 October 2015) Report (publication expected 11 January 2016)</p> |

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| | | | | Accountant Financial & Systems | |
| Swavesey Byways Rate Non-Key | Council | 25 February 2016 | | Environmental Services Portfolio Holder Pat Matthews, Drainage Manager | Report (publication expected 17 February 2016) |
| Playing Pitch Strategy for South Cambridgeshire and Cambridge City Key | Planning Portfolio Holder | 14 March 2016 | | Planning Portfolio Holder Gemma Barron, Sustainable Communities & Partnerships Manager | Report (publication expected 04 March 2016) |
| Indoor Sports Facility Strategy for South Cambridgeshire and Cambridge City Key | Planning Portfolio Holder | 14 March 2016 | | Planning Portfolio Holder Gemma Barron, Sustainable Communities & Partnerships Manager | Report (publication expected 04 March 2015) |
| South Cambridgeshire Local Plan - Proposed Modifications | Planning Portfolio Holder's Meeting | 14 March 2016 23 March 2016 | | Planning Portfolio Holder | Report (publication expected 09 November 2015) |

Key and non-key decisions expected to be made from 20 January 2016

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|--|---------------------------|-------------------------------|--|---|--|
| Key | Council | | | Planning Portfolio Holder Caroline Hunt, Planning Policy Manager | |
| Strategic Policies in the development plan for South Cambridgeshire - Response to consultation with Parish Councils Key | Planning Portfolio Holder | 14 March 2016 | | Planning Portfolio Holder Alison Talkington, Senior Planning Policy Officer | Report (publication expected 04 March 2016) |
| WILLINGHAM: Wilford Furlong Project Non-Key | Housing Portfolio Holder | 16 March 2016 | | Gill Anderton, Head of Housing (New Build) | Report (publication expected 08 March 2016) |
| Handy Person Scheme Non-Key | Housing Portfolio Holder | 16 March 2016 7 March 2016 | | Housing Portfolio Holder Anita Goddard, Housing Operational Services Manager | Report (publication expected 08 March 2016) |
| Risk Management | Corporate and | 19 April 2016 | | Corporate and | Report (publication |

Key and non-key decisions expected to be made from 20 January 2016

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|--|--|---|--|--|---|
| Strategy Non-Key | Customer Services Portfolio Holder | | | Customer Services Portfolio Holder John Garnham, Principal Accountant (General Fund & Projects) | expected 11 April 2016) |
| Financial Management System Non-Key | Cabinet | 14 April 2016 | | Finance and Staffing Portfolio Holder Caroline Ryba, Head of Finance | Report (publication expected 06 April 2016) |
| Write-offs 2015/16 Key | Finance and Staffing Portfolio Holder Finance and Staffing Portfolio Holder Finance and Staffing Portfolio Holder Finance and Staffing Portfolio Holder | 21 July 2015 20 October 2015 19 January 2016 19 April 2016 | | Finance and Staffing Portfolio Holder Katie Brown, Revenues Manager | Report (publication expected 13 July 2015) Report (publication expected 12 October 2015) Report (publication expected 11 January 2016) Report (publication expected 11 April 2016) |
| Revenues and Benefits Performance Report Q3 | Finance and Staffing Portfolio Holder | 19 April 2016 | | Finance and Staffing Portfolio Holder | Report (publication expected 11 April 2016) |

Key and non-key decisions expected to be made from 20 January 2016

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|---|---------------------------------------|-----------------|---|---|---|
| Non-Key | | | | Katie Brown, Revenues Manager | |
| Flood and Water SPD Non-Key | Planning Portfolio Holder | June 2016 | | Planning Portfolio Holder Jennifer Nuttycombe, Senior Planning Policy Officer, Jonathan Dixon, Principal Planning Policy Officer (Transport) | Report (publication date tbc) |
| Rural Settlements List 2017-18 Non-Key | Finance and Staffing Portfolio Holder | 18 October 2016 | | Finance and Staffing Portfolio Holder Katie Brown, Revenues Manager | Report (publication expected 10 October 2016) |