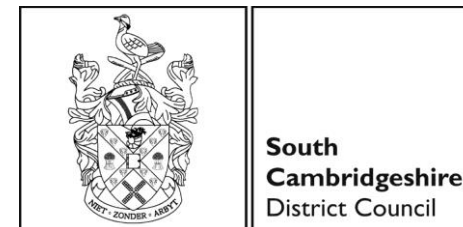


## Notice of Key and Non-Key Decisions

### To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from 1 March 2023



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](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.

Where two meetings (for example, Cabinet and Council) are listed for a particular item, the first will be making a recommendation to the second, which will then make a final decision.

If you have any queries relating to this Notice, please contact  
Ian Senior on 01954 713028 or by e-mailing [ian.senior@scambs.gov.uk](mailto:ian.senior@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 Brian Milnes    | Deputy Leader         |
| Councillor Henry Batchelor | Environment           |
| Councillor John Batchelor  | Housing               |
| Councillor Bill Handley    | Communities           |
| Councillor Tumi Hawkins    | Planning              |
| Councillor Peter McDonald  | Economic Development  |
| Councillor Brian Milnes    | Environment           |
| Councillor John Williams   | Resources             |

**Key and non-key decisions expected to be made from 1 April 2023**

| Decision to be made                                                                  | Description of Decision                                                               | Decision Maker     | Date of Meeting                | Reason for Report being considered in Private                                      | Lead Cabinet Members and Contact Officer                                               | Documents submitted to the decision maker    |
|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|--------------------|--------------------------------|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|----------------------------------------------|
| South Cambs Limited t/a Ermine Street Housing Business Plan Update 2022/23 - 2031/32 | That Cabinet accepts the latest iteration of the Business Plan.                       | Cabinet<br>Council | 20 March 2023<br>30 March 2023 | Report is public but the Business Plan contains commercially sensitive information | Lead Cabinet member for Housing<br><br>Duncan Vessey,<br>Head of Ermine Street Housing | Report publication expected on 10 March 2023 |
| Investment Strategy                                                                  | Annual review of the strategy to be adopted by the Council.                           | Cabinet<br>Council | 20 March 2023<br>30 March 2023 |                                                                                    | Lead Cabinet member for Resources<br><br>Anne Ainsworth,<br>Chief Operating Officer    | Report publication expected on 10 March 2023 |
| 2022/2023 Revenue and Capital Budget Monitoring (Quarter 3)<br><br>Non-Key           | Consider the monitoring data and trends in respect of the 2022/23 budgets and issues. | Cabinet            | 20 March 2023                  |                                                                                    | Lead Cabinet member for Resources                                                      | Report publication expected on 10 March 2023 |
|                                                                                      |                                                                                       |                    |                                |                                                                                    |                                                                                        |                                              |

**Key and non-key decisions expected to be made from 1 April 2023**

| Decision to be made                                                          | Description of Decision                                                                                               | Decision Maker | Date of Meeting          | Reason for Report to be considered in Private | Lead Cabinet Members and Contact Officer                                                                  | Documents submitted to the decision maker    |
|------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|----------------|--------------------------|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------|----------------------------------------------|
| Quarter 3 Performance report<br><br>Non-Key                                  | Review Key Performance Indicator results and comments recommending any actions required to address issues identified. | Cabinet        | 20 March 2023            |                                               | Deputy Leader<br><br>Kevin Ledger,<br>Senior Policy and Performance Officer                               | Report publication expected on 10 March 2023 |
| Compliance Policy<br><br>Key                                                 | To consider the policy                                                                                                | Cabinet        | 20 March 2023            |                                               | Lead Cabinet member for Planning<br><br>Heather Jones,<br>Strategic Lead 3C Building Standards            | Report publication expected 10 March 2023    |
| Cost of living - options to continue support<br><br>Key                      | To consider options for continuing support for those experiencing hardship because of rising costs and inflation.     | Cabinet        | 20 March 2023            |                                               | Lead Cabinet Member for Communities<br><br>Gareth Bell,<br>Communications and Communities Service Manager | Report publication expected on 10 March 2023 |
| Response to Cambridge Water's Water Resources Management Plan<br><br>Non-Key | To agree the Council's response to Cambridge Water's Water Resources Management Plan                                  | Cabinet        | Not before 20 March 2023 |                                               | Lead Cabinet member for Planning<br><br>Jonathan Dixon,<br>Planning Policy Manager                        | Report publication expected on 10 March 2023 |

**Key and non-key decisions expected to be made from 1 April 2023**

| Decision to be made                         | Description of Decision                                                                                                          | Decision Maker | Date of Meeting        | Reason for Report to be considered in Private | Lead Cabinet Members and Contact Officer                                                                       | Documents submitted to the decision maker    |
|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|----------------|------------------------|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| Making of Fulbourn Neighbourhood Plan       | Full Council will need to formally adopt the neighbourhood plan if it has a successful referendum. Referendum date not set yet   | Council        | 30 March 2023          |                                               | Lead Cabinet member for Planning<br><br>Jenny Nuttycombe, Principal Planning Policy Officer                    | Report publication expected on 22 March 2023 |
| Pay Policy Statement<br><br>Non-Key         |                                                                                                                                  | Council        | 30 March 2023          |                                               | Lead Cabinet member for Resources<br><br>Jeff Membery, Head of Transformation, HR and Corporate Services       | Report publication expected on 22 March 2023 |
| Rural Shared Prosperity Fund<br><br>Non-Key | Review, approve or amend the policy, application criteria and determination process for the Rural Shared Prosperity grant scheme | Cabinet        | Not before 15 May 2023 |                                               | Lead Cabinet Member for Economic Development<br><br>Katherine Southwood, Business Support Projects Team Leader | Report publication expected on 4 May 2023    |
| Street Naming and                           | The Street Naming                                                                                                                | Cabinet        | 15 May 2023            |                                               | Lead Cabinet                                                                                                   | Report publication                           |

**Key and non-key decisions expected to be made from 1 April 2023**

| Decision to be made                                      | Description of Decision                                                                                                                                          | Decision Maker | Date of Meeting | Reason for Report to be considered in Private | Lead Cabinet Members and Contact Officer                                                                                                                                                               | Documents submitted to the decision maker  |
|----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| Numbering Policy<br><br>Non-Key                          | and Numbering Policy has been reviewed for the three councils and we have aligned all existing policies into one.                                                |                |                 |                                               | member for Planning<br><br>Heather Jones, Strategic Lead 3C Building Standards<br><br>Kathryn Brennan - Technical Consultancy Manager                                                                  | expected on 4 May 2023                     |
| New Collection Rounds<br><br>Non-Key                     | Outputs of periodic (3 – 5 yr) review of collection rounds to optimise operations and re-balance rounds taking into account growth, new practices, vehicles, etc | Cabinet        | 15 May 2023     |                                               | Lead Cabinet member for Environment<br><br>Michael Parsons, Waste Operations Manager, Alex Snelling-Day, Policy, Climate and Environment Team Manager, Bode Esan, Head of Climate, Environment & Waste | Report publication expected on 4 May 2023) |
| Joining the Oxford to Cambridge Pan Regional Partnership | SCDC will join the partnership.                                                                                                                                  | Cabinet        | 15 May 2023     |                                               | Leader of Council<br><br>Liz Watts, Chief Executive                                                                                                                                                    | Report publication expected on 4 May 2023  |

**Key and non-key decisions expected to be made from 1 April 2023**

| Decision to be made                                                        | Description of Decision                                                               | Decision Maker         | Date of Meeting                          | Reason for Report to be considered in Private | Lead Cabinet Members and Contact Officer                                                     | Documents submitted to the decision maker        |
|----------------------------------------------------------------------------|---------------------------------------------------------------------------------------|------------------------|------------------------------------------|-----------------------------------------------|----------------------------------------------------------------------------------------------|--------------------------------------------------|
| Key                                                                        |                                                                                       |                        |                                          |                                               |                                                                                              |                                                  |
| Annual Equality Scheme Update and Progress Report<br><br>Key               |                                                                                       | Cabinet                | 27 June 2023                             |                                               | Lead Cabinet member for Resources<br><br>Kevin Ledger, Senior Policy and Performance Officer | Report publication expected on 19 June 2023      |
| 2023/2024 Revenue and Capital Budget Monitoring (Quarter 1)<br><br>Non-Key | Consider the monitoring data and trends in respect of the 2023/24 budgets and issues. | Cabinet                | 26 September 2023                        |                                               | Lead Cabinet member for Resources<br><br>Peter Maddock, Head of Finance                      | Report publication expected on 18 September 2024 |
| 2022/23 Provisional General Fund Revenue and Capital Outturn               | 2022/23 Provisional General Fund Revenue and Capital Outturn                          | Cabinet<br><br>Council | 26 September 2023<br><br>05 October 2023 |                                               | Lead Cabinet member for Resources<br><br>Peter Maddock, Head of Finance                      | Report publication expected on 18 September 2024 |
| 2022/23 Provisional Housing Revenue                                        | Reports the HRA outturn position for                                                  | Cabinet                | 26 September 2023                        |                                               | Lead Cabinet member for                                                                      | Report publication expected on 18                |

**Key and non-key decisions expected to be made from 1 April 2023**

| <b>Decision to be made</b>                                                 | <b>Description of Decision</b>                                                              | <b>Decision Maker</b> | <b>Date of Meeting</b> | <b>Reason for Report to be considered in Private</b> | <b>Lead Cabinet Members and Contact Officer</b>                            | <b>Documents submitted to the decision maker</b> |
|----------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|-----------------------|------------------------|------------------------------------------------------|----------------------------------------------------------------------------|--------------------------------------------------|
| Account (HRA) Outturn<br><br>Non-Key                                       | the financial year 2022/23                                                                  |                       |                        |                                                      | Resources<br><br>Peter Maddock,<br>Head of Finance                         | September 2023                                   |
| Medium Term Financial Strategy (First Submission)<br><br>Non-Key           | Review and ensure that Council is aware of the financial challenges over the medium-term.   | Cabinet               | 26 September 2023      |                                                      | Lead Cabinet member for Resources<br><br>Peter Maddock,<br>Head of Finance | Report publication expected on 18 September 2023 |
| Fees & Charges<br><br>Key                                                  | Annual review and determination of fees and charges to be set by the Council from April 24. | Cabinet               | 07 November 2023       |                                                      | Lead Cabinet member for Resources<br><br>Peter Maddock,<br>Head of Finance | Report publication expected on 30 October 2023   |
| 2023/2024 Revenue and Capital Budget Monitoring (Quarter 2)<br><br>Non-Key | Consider the monitoring data and trends in respect of the 2023/24 budgets and issues.       | Cabinet               | 05 December 2023       |                                                      | Lead Cabinet member for Resources<br><br>Peter Maddock,<br>Head of Finance | Report publication expected on 27 November 2023  |
| Capital programme Update & New Bids                                        | Report Council's Capital Programme and new Capital bids                                     | Cabinet               | 05 December 2023       |                                                      | Lead Cabinet member for Resources                                          | Report publication expected on 27 November 2023  |



**Key and non-key decisions expected to be made from 1 April 2023**

| <b>Decision to be made</b>                | <b>Description of Decision</b>                                                                        | <b>Decision Maker</b> | <b>Date of Meeting</b>               | <b>Reason for Report to be considered in Private</b> | <b>Lead Cabinet Members and Contact Officer</b>                            | <b>Documents submitted to the decision maker</b> |
|-------------------------------------------|-------------------------------------------------------------------------------------------------------|-----------------------|--------------------------------------|------------------------------------------------------|----------------------------------------------------------------------------|--------------------------------------------------|
| Non-Key                                   | from 2024/25                                                                                          |                       |                                      |                                                      | Peter Maddock,<br>Head of Finance                                          |                                                  |
| Bids and Savings<br>Non-Key               | Consider new Revenue bids and savings for 2024/2025.                                                  | Cabinet               | 05 December 2023                     |                                                      | Lead Cabinet member for Resources<br><br>Peter Maddock,<br>Head of Finance | Report publication expected on 27 November 2023  |
| General Fund Budget 2024/25               | Consider the General Fund Revenue Budget for 2024/25                                                  | Cabinet<br>Council    | 06 February 2024<br>27 February 2024 |                                                      | Lead Cabinet member for Resources<br><br>Peter Maddock,<br>Head of Finance | Report publication expected on 29 January 2024   |
| Review of Revenue Reserves and Provisions | Review the Council's Revenue Reserves and Provisions as part of the 2024/2025 budget setting process. | Cabinet<br>Council    | 06 February 2024<br>27 February 2024 |                                                      | Lead Cabinet member for Resources<br><br>Peter Maddock,<br>Head of Finance | Report publication expected on 29 January 2024   |
| Medium Term                               | Review and ensure                                                                                     | Cabinet               | 06 February 2024                     |                                                      | Lead Cabinet                                                               | Report publication                               |

**Key and non-key decisions expected to be made from 1 April 2023**

| <b>Decision to be made</b>   | <b>Description of Decision</b>                                                                           | <b>Decision Maker</b> | <b>Date of Meeting</b>               | <b>Reason for Report to be considered in Private</b> | <b>Lead Cabinet Members and Contact Officer</b>                         | <b>Documents submitted to the decision maker</b> |
|------------------------------|----------------------------------------------------------------------------------------------------------|-----------------------|--------------------------------------|------------------------------------------------------|-------------------------------------------------------------------------|--------------------------------------------------|
| Financial Strategy 2024-29   | that Council is aware of the financial challenges over the medium-term                                   | Council               | 27 February 2024                     |                                                      | member for Resources<br><br>Peter Maddock, Head of Finance              | expected on 29 January 2024                      |
| Local Council Tax Support    | Review the Localised Council Tax Support (LCTS) scheme for 2023/24 and agree the LCTS scheme for 2024/25 | Cabinet<br>Council    | 06 February 2024<br>27 February 2024 |                                                      | Lead Cabinet member for Resources<br><br>Peter Maddock, Head of Finance | Report publication expected on 29 January 2024   |
| Capital Strategy             | Consider a refreshed version of the Strategy for adoption by the Council.                                | Cabinet<br>Council    | 06 February 2024<br>27 February 2024 |                                                      | Lead Cabinet member for Resources<br><br>Peter Maddock, Head of Finance | Report publication expected on 29 January 2024   |
| Treasury Management Strategy | Consider a refreshed version of the Strategy for adoption by the Council.                                | Cabinet<br>Council    | 06 February 2024<br>27 February 2024 |                                                      | Lead Cabinet member for Resources                                       | Report publication expected on 29 January 2024   |

**Key and non-key decisions expected to be made from 1 April 2023**

| Decision to be made                    | Description of Decision                                 | Decision Maker     | Date of Meeting                      | Reason for Report to be considered in Private | Lead Cabinet Members and Contact Officer                                   | Documents submitted to the decision maker      |
|----------------------------------------|---------------------------------------------------------|--------------------|--------------------------------------|-----------------------------------------------|----------------------------------------------------------------------------|------------------------------------------------|
|                                        |                                                         |                    |                                      |                                               | Peter Maddock,<br>Head of Finance                                          |                                                |
| Capital Programme 2024/25 - 2028/29    | Consider the Council's Capital Programme                | Cabinet<br>Council | 06 February 2024<br>27 February 2024 |                                               | Lead Cabinet member for Resources<br><br>Peter Maddock,<br>Head of Finance | Report publication expected on 29 January 2024 |
| Housing Revenue Account Budget 2024/25 | Consider the Housing Revenue Account Budget for 2024/25 | Cabinet<br>Council | 06 February 2024<br>27 February 2024 |                                               | Lead Cabinet member for Resources<br><br>Peter Maddock,<br>Head of Finance | Report publication expected on 29 January 2024 |
| Council Tax Resolution 2024-25         | Consider the Council Tax Resolution for 2024/25         | Cabinet<br>Council | 06 February 2024<br>27 February 2024 |                                               | Lead Cabinet member for Resources<br><br>Peter Maddock,<br>Head of Finance | Report publication expected on 29 January 2024 |

**Key and non-key decisions expected to be made from 1 April 2023**

| Decision to be made                                                        | Description of Decision                                                               | Decision Maker | Date of Meeting | Reason for Report to be considered in Private | Lead Cabinet Members and Contact Officer                                | Documents submitted to the decision maker   |
|----------------------------------------------------------------------------|---------------------------------------------------------------------------------------|----------------|-----------------|-----------------------------------------------|-------------------------------------------------------------------------|---------------------------------------------|
| 2023/2024 Revenue and Capital Budget Monitoring (Quarter 3)<br><br>Non-Key | Consider the monitoring data and trends in respect of the 2023/24 budgets and issues. | Cabinet        | 12 March 2024   |                                               | Lead Cabinet member for Resources<br><br>Peter Maddock, Head of Finance | Report publication expected on 4 March 2024 |
|                                                                            |                                                                                       |                |                 |                                               |                                                                         |                                             |