

NOTICE OF KEY DECISIONS

To be taken under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 between 21 May and 21 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
Maggie Jennings on 01954 713029 or by e-mailing Maggie.Jennings@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 Robert Turner
Councillor David Whiteman-Downes
Councillor Tim Wotherspoon
Councillor Nick Wright

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

Key and non-key decisions expected to be made from 21 May 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
Risk Management Strategy Non-Key	Council	21 May 2015		Cllr Francis Burkitt, Chairman of Corporate Governance Committee John Garnham, Principal Accountant (General Fund & Projects)	Recommendation from Corporate Governance Committee referred to Council for ratification
Ermine Street Housing Ltd: Re-appointment of Director 2015-16 Non-Key	Council	21 May 2015		Housing Portfolio Holder Fiona McMillan, Legal & Democratic Services Manager and Monitoring Officer	Report with recommendation to Council (publication expected 13 May 2015)
Write-offs 2014/15 Non-Key	Council	21 May 2015		Finance and Staffing Portfolio Holder	Report for information on those write-offs approved by the Chief

				Katie Brown, Revenues Manager	Finance Officer and Finance & Staffing Portfolio Holder during the previous financial year (publication expected 13 May 2015)
Sizes, Terms of reference & Appointments to Committees for 2015/16 Non-Key	Council	21 May 2015		Leader of Council Graham Watts, Democratic Services Team Leader	Report (publication expected 13 May 2015)
Appointments to Outside, Joint and other Member Bodies for 2015/16 Non-Key	Council	21 May 2015		Leader of Council Graham Watts, Democratic Services Team Leader	Report (publication expected 13 May 2015)
Joint Annual Scrutiny & Overview Committee and Partnerships Review Committee Report	Council	21 May 2015		Cllr Roger Hickford, Chairman of Scrutiny & Overview Committee. Cllr Ben Shelton, Chairman of Partnerships Review	Report (publication expected 13 May 2015)

Non-Key				Committee Graham Watts, Democratic Services Team Leader	
Major Opposition Group Leader's Annual Report Non-Key	Council	21 May 2015		Cllr Bridget Smith, Major Opposition Group Leader	Report (publication expected 13 May 2015)
A14: Development Consent Order (DCO) Key	Strategic Planning and Transportation Portfolio Holder's Meeting	End of May/beginning of June 2015 (TBA)		Strategic Planning and Transportation Portfolio Holder Jonathan Dixon, Principal Planning Policy Officer (Transport), Claire Spencer, Senior Planning Officer (Transport Policy)	Report (publication in month of May/June)
Local Plan update Key	Planning Portfolio Holder	09 June 2015		Planning Portfolio Holder Caroline Hunt, Planning Policy	Report (publication expected 1 June 2015)

				Manager	
Affordable Housing Supplementary Planning Document - Consultation Non-Key	Planning Portfolio Holder	09 June 2015		Planning Portfolio Holder David Roberts, Principal Planning Officer	Report (publication expected 1 June 2015)
Flood and Water Management Supplementary Planning Document - Consultation Non-Key	Planning Portfolio Holder	09 June 2015		Planning Portfolio Holder Jonathan Dixon, Principal Planning Policy Officer (Transport)	Report (publication expected 1 June 2015)
Gypsy and Traveller Update Non-Key	Planning Portfolio Holder	09 June 2015		Planning Portfolio Holder Stephen Hills, Affordable Homes Director, Jo Mills, Planning and New Communities Director	Report for information (publication expected 1 June 2015)
Community Infrastructure Levy	Planning Portfolio Holder	09 June 2015		Planning Portfolio Holder	Report (publication expected 1 June 2015)

(CIL) Update Non-Key				James Fisher, S106 Officer	2015)
Tourism: New Destination Management Organisation Key	Economic Development Portfolio Holder	11 June 2015		Economic Development Portfolio Holder Nicole Kritzinger, Development Officer	Report (publication expected 3 June 2015)
Tenancy Fraud Policy Key	Housing Portfolio Holder	17 June 2015		Housing Portfolio Holder Julie Fletcher, Housing Performance Improvement Team Leader	Report and Policy (publication expected 9 June 2015)
Anti-social Behaviour Statement of Policy & Procedures relating to council tenants and leaseholders Key	Housing Portfolio Holder	17 June 2015		Housing Portfolio Holder Julie Fletcher, Housing Performance Improvement Team Leader	Report and Policy (publication expected 9 June 2015)
Position Statement:	Scrutiny and	July 2015 (TBA)		Corporate and	Report and

Finance, Performance and Risk (end of year report) Key	Overview Committee Cabinet	09 July 2015		Customer Services Portfolio Holder John Garnham, Principal Accountant (General Fund & Projects)	appendices publication before 01 July 2015) Report and appendices (publication expected 01 July 2015)
Joint Waste Collection Service with Cambridge City Council: Fleet and Maintenance Arrangements Key	Cabinet	09 July 2015		Environmental Services Portfolio Holder Mike Hill, Health and Environmental Services Director	Report (publication expected 1 July 2015)
Waterbeach: Depot Lease Agreement Key	Cabinet	09 July 2015		Environmental Services Portfolio Holder Mike Hill, Health and Environmental Services Director	Report (publication expected 1 July 2015)
NORTHSTOWE: s.106 Heads of Terms and Civic Hub	Cabinet	09 July 2015		Strategic Planning and Transportation Portfolio Holder	Report (publication expected 1 July 2015)

Key				Jo Mills, Planning and New Communities Director	
Shared Services Key	Cabinet	09 July 2015		Leader of Council Alex Colyer, Executive Director, Corporate Services	Report (publication expected 1 July 2015)
Housing Development Agency Key	Cabinet	09 July 2015		Housing Portfolio Holder Alex Colyer, Executive Director, Corporate Services	Report (publication expected 1 July 2015)
Orchard Park Task & Finish Group Recommendations Non-Key	Cabinet	09 July 2015		Cllr Lynda Harford, Chairman of the Group	Report (publication expected 01 July 2015)
Write-offs 2015/16 Key	Finance and Staffing Portfolio Holder Finance and Staffing	21 July 2015 20 October 2015		Finance and Staffing Portfolio Holder Katie Brown, Revenues Manager	Report (publication expected 13 July 2015) Report (publication

	Portfolio Holder				expected 12 October 2015)
	Finance and Staffing Portfolio Holder	19 January 2016			Report (publication expected 11 January 2016)
	Finance and Staffing Portfolio Holder	19 April 2016			Report (publication expected 11 April 2016)
Position Statement 2015/16: Finance, Performance and Risk Non-Key	Cabinet	21 July 2015		Corporate and Customer Services Portfolio Holder	Q1 Report (publication expected 02 September 2015)
	Cabinet	10 September 2015		John Garnham, Principal Accountant (General Fund & Projects), Richard May, Policy and Performance Manager, Graham Smith, Management Accountant	Q2 Report (publication expected 04 November 2015)
	Cabinet	12 November 2015			Q3 Report (publication expected 03 February 2016)
	Cabinet	11 February 2016			Q4 Report (publication expected in month of July 2015)
Appointment to the Independent	Council	23 July 2015		Leader of Council	Report (publication expected 15 July

Remuneration Panel Non-Key				Maggie Jennings, Democratic Services Officer	2015)
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)
WILLINGHAM: Wilford Furlong Project Non-Key	Housing Portfolio Holder	21 October 2015		Housing Portfolio Holder Gill Anderton, Head of Housing (New Build)	Report (publication expected 13 October 2015)