



Cabinet Forward Plan of Key and Non-Key Decisions for Cambridge City Council

June 2025

Introduction

This Forward Plan sets out the key and non-key decisions to be taken by the Cabinet. This includes any decisions that are due to be taken in private.

Published 23 May 2025

Executive Forward Plan and Notices required by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

There is a legal requirement for local authorities to publish a notice setting out the key decisions that will be taken by the Cabinet or Individual Cabinet Member at least 28 clear days before such decisions are to be taken. This Forward Plan incorporates the Notice of Intention to make Key Decision and sets out the decisions which are intended to be taken at Cambridge City Council by Cabinet or Individual Cabinet Members. Whilst this document provides details of known decisions for the following month, where details of decisions to be made after this period are known, they are provided for information.

The Plan also sets out where, if at all, it is anticipated that part of a Cabinet meeting will be held in private. This is where confidential or exempt information (as defined in the constitution) is likely to be made known. Notice is hereby given that it may be necessary for part of a Cabinet meeting to be held in private because it becomes apparent at the meeting that confidential or exempt information will otherwise be made known. Should this become apparent at the meeting the relevant part of the meeting will only be held in private upon the passing of a resolution which (where exempt information will be made known) describes the description of exempt information pursuant to Schedule 12A of the Local Government Act 1972.

The Forward Plan will be updated and rolled forward on a monthly basis. As this takes place, the programme will be adjusted and further decisions will be added or anticipated ones may be rescheduled or removed.

If a key decision is not included in the published Forward Plan for 28 clear days before a decision needs to be taken the Chairman of the Overview and Scrutiny Committee must be notified and a supplement to the Forward Plan published at least 5 clear days before the date on which the decision is proposed to be taken. If the date by which the decision has to be made makes compliance with this requirement impracticable the decision can only be made with the consent of the Chairman of the Overview and Scrutiny Committee who must be satisfied that the making of the decision is urgent and cannot reasonably be deferred.

If it is necessary to discuss an issue in private and 28 days' notice has not been given the decision may only be taken or the item discussed in private with the agreement of the Chairman of the Overview and Scrutiny Committee who must be satisfied that the need for the item to be taken to the meeting is urgent and cannot reasonably be deferred

Key Decisions

The Key decision thresholds at Cambridge City Council are:

- The decision is likely to result in the City Council incurring expenditure or making savings in excess of £500,000 (excluding procurement decisions or decisions relating to land acquisition or disposal). Excluded from this definition are all loans to banks or other financial institutions made in accordance with the Treasury Management Policy.
- Procurement decisions involving expenditure of £1,000,000 or more. In relation to letting contracts the key decision is seeking authority to procure (and delegate authority to award).

Or

- An acquisition or disposal of land or an interest in land with a value in excess of £600,000.

Or

- The decision is likely to be significant in terms of its effects on communities living or working in an area comprising one or more wards in the City.

Part 1 – Key Decisions						
Decision Title	Decision Description	Decision Maker	Date of Decision	Contact Officer	Documents to be considered	Relevant Scrutiny
Procurement of Contractor(s) to deliver energy efficiency and associated works to Council homes	Approve the issue of tenders and, following evaluation of tenders, authorise the Director of Economy and Place to award a contract(s) to a contractor(s) to carry out energy efficiency improvements to Council homes.	Cabinet	24 June 2025	Negin Ghorbani, Steph Salmon, Director of Economy and Place (Lynne Miles)	Report on procurement process and award decision.	Services, Climate & Communities
Public Health Contract for Tier 1 & 2 Services	Update and permissions to enter into contract if the Council is	Cabinet	24 June 2025	Laura Adcock, Ian Ross, Director, Communities Group (Sam	Report on procurement process and award.	Services, Climate & Communities

	successful for a tender for a 7-year contract with Public Health.			Scharf)		
Expansion of the Smoke Control Area to cover the whole city (excluding permanent residential moored vessels)	Recommendation to revoke the existing smoke control areas (SCA) and replace with a single SCA that covers the whole of the city excluding permanent residential moored vessels, following public consultation.	Cabinet	24 June 2025	Jo Dicks, Elizabeth Bruce, Sam Scharf Director of Communities, Scientific Officer	Greater Cambridge Air Quality Strategy / Consultation Responses / questionnaire and interviews with residents living on moored vessels / Cambridge SCA Impact Study.	Services, Climate & Communities
Disposal of Grafton East (top two levels)	Recommendation to dispose of the top two levels of Grafton East car park as	Cabinet	24 June 2025	Philip Taylor, Director of Economy and Place (Lynne	Report seeking approval for proposed transaction	Performance, Assets & Strategy

	part of the wider Grafton Centre redevelopment			Miles)		
Commissioning stock condition surveys (Social Housing)	Approve the issue of tenders and, following evaluation of tenders, authorise the Director of City Service to award a contract(s) to a contractor(s) to carry out stock condition surveys in support of long-term strategic asset management.	Cabinet	15 July 2025	Sean Cleary Director, City Services Group (James Elms)	Stock Condition Survey Briefing Note	Performance, Assets & Strategy

Greater Cambridge Impact - Council's Investment	Drawdown from Reserves for Council's £0.8m investment in Greater Cambridge Impact.	Cabinet	15 July 2025 / Sept 2025 (TBC)	Jemma Little, Director of Economy and Place (Lynne Miles)	Update on fundraising and decision to release Council's investment, and other arrangements	Performance, Assets & Strategy
Shared Services Partnership Agreement	Approval of the renewed Shared Services Partnership Agreement.	Cabinet	15 July 2025	Jane Wilson, Chief Operating Officer Robert Pollock, Chief Executive	Report and agreement.	Performance, Assets & Strategy
Cambridge North Framework for Change	Report on outcomes with recommendation for next steps.	Cabinet	23 September 2025	Ben Binns, Assistant Director, Development	Report on proposal.	Performance, Assets & Strategy
Small Sites Development	Update report noting progress	Cabinet	September 2025	Ben Binns, Assistant	Report on proposal.	Performance, Assets &

update	and seeking budgetary approvals to bring forward schemes.			Director, Development		Strategy
Greater Cambridge Local Plan – Draft Regulation 18 plan for consultation	Agree the draft Greater Cambridge Local Plan and supporting documents and evidence base for consultation (mirror report to SCDC on the emerging joint local plan.	Cabinet	21 October 2025	Jonathan Dixon, Joint Director, Greater Cambridge Shared Planning and 3C Building Control (Stephen Kelly)	Report will be supported by full suite of supporting and evidence base documents, updated from the First Proposals GCLP consulted on in late 2021, and will include earlier consultation drafts.	Performance, Assets & Strategy
Cambridge Civic Quarter Project	Approval to proceed with the	Cabinet	23 September 2025 (TBC)	Ben Binns, Assistant	Stage 3 Final Designs	Performance, Assets &

Update	submission of a planning application and funding to deliver the next stage of the project.			Director, Development	Business Plans for Guildhall, Corn Exchange and Market Square Outcomes of Public Consultation. **Note some aspects of the report will be confidential (TBC).	Strategy
Leisure Management Contract 2016-2041	Outcomes of the retendering procurement exercise of the leisure portfolio and award of Contract.	Cabinet	16 December 2025	Ian Ross James Elms Director, City Services Group, Director, Communities Group (Sam Scharf)	Report on procurement process and award decision.	Services, Climate & Communities
East Barnwell	Potential	Cabinet	16 December	Ben Binns,	Report on	Performance,

Phase 2	Approval for revised Development proposal - subject to finalising further design.		2025	Assistant Director, Development Lynne Miles, Director Economy & Place	proposal.	Assets & Strategy
City Centre Heat Network	Report on outcomes of Detailed project development including, with recommendation for next steps. Includes key decisions related to Financial Implications, Addressing of net Zero commitments and allocated use/reallocation of Council	Cabinet	10 February 2026	Ben Binns, Assistant Director, Development	Report on outcomes. Business Case. Heads of Terms.	Services, Climate & Communities or Performance, Assets and Strategy tbc

	assets.					
Community Grants 2026-27	The approval of the Annual Community Grants with a value over £5,000 to voluntary and community groups, subject to budget approval in February 2026, and other recommendations on multi-year grants if appropriate.	Cabinet	27 January 2026	Julie Cornwell Director, Communities Group (Sam Scharf)	Report with summary of recommendations and Appendices.	Services, Climate & Communities
Climate Change Strategy	Approval of new Climate Change Strategy for 2026 - 2031.	Cabinet	24 March 2026	Janet Fogg, Jemma Little, Catherine Stewart (Oakly) Director of Economy and Place (Lynne	Report on proposed Strategy including evidence base, consultation process and	Services, Climate & Communities

				Miles)	action plan.	
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Non-Key Decisions

Non-key decisions are those that do not have a significant impact on the local community or budget but still need to be documented for transparency. These decisions can be taken by the relevant Cabinet Members or Senior Officers. There will be some circumstances where Cabinet may want to consider and take non-key decisions.

Part 2 – Non-Key Decisions						
Decision Title	Decision Description	Decision Maker	Date of Decision	Contact Officer	Documents to be considered	Relevant Scrutiny
Quarterly update on new build housing delivery	Regular update on the delivery of new council homes under the 500 and 10 year new homes programmes.	Cabinet	24 June 2025	Ben Binns, Jaques van der Vyver, Director, Communities Group (Sam Scharf)	Report on new build housing delivery.	Performance, Assets & Strategy

Annual Customer Feedback Report	To publish the Annual Customer Feedback Report	Cabinet	15 July 2025	Tony Stead, Chief Operating Officer (Jane Wilson)	Complaints performance data and Annual Report	Performance, Assets & Strategy Scrutiny Committee
Folk Festival 2026	To set out the recommendations following the Folk Festival Review to support 2026 Folk Festival Planning and Programme	Cabinet	15 July 2025	Frances Alderton, Director, Communities Group (Sam Scharf)	Report following consultant review, sounding board feedback, setting out options and considerations for 2026	Services, Climate & Communities
Housing Performance	To provide overarching housing performance report, including Annual Housing	Cabinet	15 July 2025	Clarissa Norman, Tony Stead, Chief Operating Officer (Jane	Complaints performance data (Housing Only), Annual report, Housing Ombudsman	Performance, Assets & Strategy

	Customer Feedback report and self assessment (complaints) as well as Annual Tenant Satisfaction Measures results			Wilson)	self-assessment, Tenant Satisfaction Measures report, Housing Performance Report	
Climate Change Strategy Consultation	To approve the Draft Strategy and issues for Consultation.	Cabinet	23 September 2025	Janet Fogg, Jemma Little, Lynne Miles, Catherine Stewart (Oakly), Climate Change Officer, Head of Economy Energy and Climate, Director of Economy and Place, Climate Change Officer Director of	Draft Strategy and consultation plan.	Services, Climate & Communities

				Economy and Place (Lynne Miles)		
Quarterly update on new build housing delivery	Regular update on the delivery of new council homes under the 500 and 10 year new homes programmes.	Cabinet	23 September 2025	Ben Binns, Jaques van der Vyver, Director, Communities Group (Sam Scharf)	Report on new build housing delivery.	Performance, Assets & Strategy
Quarterly update on new build housing delivery	Regular update on the delivery of new council homes under the 500 and 10 year new homes programmes.	Cabinet	16 December 2025	Ben Binns, Jaques van der Vyver, Director, Communities Group (Sam Scharf)	Report on new build housing delivery.	Performance, Assets & Strategy
Homelessness Prevention Grants to Agencies	To approve the award of homelessness prevention grants (HPGs) to agencies.	Cabinet	27 January 2026	Simon Hunt, Director, Communities Group (Sam Scharf)	Report setting out proposed grant allocations following application process.	Services, Climate & Communities

Quarterly update on new build housing delivery	Regular update on the delivery of new council homes under the 500 and 10 year new homes programmes.	Cabinet	24 March 2026	Ben Binns, Jaques van der Vyver, Director, Communities Group (Sam Scharf)	Report on new build housing delivery.	Performance, Assets & Strategy
S106 Projects for Sports, Communities and Open Spaces	Permissions to award S106 funds to local eligible projects.	Cabinet Member for Open Spaces and City Services	Not before 24th June, 2025	Ian Ross, James Elms, Director, City Services Group, Director, Communities Group (Sam Scharf)	S106 report and updates of available funds in Wards and time limited funding needing to be committed to projects.	Services, Climate & Communities

Exemptions and Confidential Decisions

If any decision is to be taken in private (i.e., exempt from public access), a brief explanation of the grounds for the exemption must be provided. A link to those can be found here [Local Government Act 1972](#)

Part 3 – Decisions That Are Confidential						
Decision Title	Decision Description	Decision Maker	Date of Decision	Contact Officer	Documents to be considered	Relevant Scrutiny
North East Cambridge Hartree Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Possible amendments to Grant determination agreements. Infrastructure Loan for phase 1 and 2. Possible amendment to GDA where requires reserved matters decision under the JV	Cabinet	15 July 2025	Fiona Bryant, Programme Director – Major Regeneration	Possible amendments to GDA and Infrastructure loan document , where Council decision is required under the JV LLP Members Agreement.	Performance, Assets & Strategy

	LLP Member Agreement.					
<p>Proposals for redevelopment of Cambridge Leisure</p> <p>Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p>	<p>Approval for high level masterplan scheme and associated commercial deal proposals.</p>	Cabinet	15 July 2025	Fiona Bryant, Programme Director – Major Regeneration	<p>Cultural Infrastructure Strategy/Heads of Terms/Masterplan proposals/backing evidence</p>	Performance, Assets & Strategy
<p>Leisure Management Contract 2016-2041</p> <p>Information relating to the financial or business affairs of any particular</p>	<p>FINANCIAL INFORMATION in relation the business case from the Tenderer will be commercially restricted.</p>	Cabinet	16 December 2025	<p>Ian Ross,</p> <p>James Elms Director, City Services Group, Director, Communities Group (Sam Scharf)</p>	Report on procurement process and award decision.	Services, Climate & Communities

person (including the authority holding that information)						
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Cabinet Dates 2025/26:

2025: 24 June, 15 July, 23 September, 21 October, 18 November, 16 December,

2026: 27 January, 10 February, 24 March

Members of Cabinet

Cllr Holloway	Leader of the Council
Cllr Wade	Deputy Leader of the Council
Cllr S.Smith	Finance and Resources
Cllr Moore	Climate Action & Environment
Cllr Smart	Open Spaces & City Services
Cllr Bird	Housing
Cllr Todd-Jones	Safety, Well-Being and Tackling Homelessness
Cllr Thornburrow	Planning & Transport
Cllr A Smith	Communities
Cllr Nestor	Culture, Economy & Skills

Overview & Scrutiny Committees:

Performance & Assets: 10 June 2025 9 September 2025 4 November 2025 13 January 2026 3 March 2026	Services, Climate & Communities 1 July 2025 30 September 2025 2 December 2025 3 February 2026 11 March 2026
Leader (inc Cambridgeshire and Peterborough Combined Authority reports)	Climate Action & Environment
Planning & Transport	Communities
Finance & Resources	Safety, Wellbeing & Tackling Homelessness
Housing	Open Spaces
	Culture, Economy & Skills

Contact Details

For more information on any of the decisions listed, please contact:

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