



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

October 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 22 September 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
Cambridge Civic Quarter Project Update Information	Approval to proceed with the submission of a planning application and funding to deliver the	Cabinet Lead Cabinet Member:	25 September 2025	Ben Binns, Assistant Director, Developmen	Stage 3 Final Designs Business Plans for Guildhall, Corn Exchange and Market Square Outcomes of Public Consultation.	Performance, Assets and Strategy Overview and Scrutiny

relating to the financial or business affairs of any particular person (including the authority holding that information)	next stage of the project.	Cllr Simon Smith		t Director of Economy and Place (Lynne Miles)	**Note some aspects of the report will be confidential (TBC).	Committee
Procurement Pipeline for Repairs, Maintenance and Compliance Works	This item is to bring forward the procurement pipeline for repairs, maintenance and compliance works and to request delegated authority to award contracts following appropriate procurement processes for this pipeline to the Director of City Services, in consultation with relevant Cabinet members and Chief Officers as appropriate	Cabinet Lead Cabinet Member: Cllr Gerri Bird	25 September 2025	Sean Cleary, Strategic Delivery Manager  Director, City Services Group (James Elms)		Performance, Assets and Strategy Overview and Scrutiny Committee

HRA – Rent and Service Charge Policy 2025	Approval of policy which explains how we set our rent and service charges for HRA owned assets.	Cabinet Lead Cabinet Member: Cllr Gerri Bird	21 October 2025	Samantha Shimmon, Assistant Director, Housing and Health  Director, Communitie s Group (Sam Scharf)	Report and Policy	Performance, Assets and Strategy Overview and Scrutiny Committee
Cambridge North Framework for Change	Report on outcomes with recommendation for next steps.	Cabinet Lead Cabinet Member: Cllr Gerri Bird	21 October 2025	Ben Binns, Assistant Director  Director of Economy and Place (Lynne Miles)	Report on proposal.	Performance, Assets and Strategy Overview and Scrutiny Committee
<b>NEW</b> NEC Benefits Software System	Agree the early renewal of the contract – via a direct award – to secure reduced pricing	Cabinet Lead Cabinet Member:	21 October 2025	Naomi Armstrong, Benefit Manager	Report on Proposal	Performance, Assets and Strategy Overview and Scrutiny

		Cllr Simon Smith		Chief Finance Officer (Jody Etherington)		Committee
Greater Cambridge Local Plan – Draft Regulation 18 plan for consultation and updated Local Development Scheme	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, alongside an updated Local Development Scheme setting out the plan- making timetable.	Cabinet Lead Cabinet Member: Cllr Katie Thornburr ow	TBC November 2025	Jonathan Dixon, Planning Policy Manager  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 and Strategy Overview and Scrutiny Committee
Draft Greater Cambridge Planning Obligations	To report the outcome of consultation and consider adoption of the Supplementary Planning	Cabinet Lead Cabinet Member:	16 December 2025	Jonathan Dixon, Planning Policy	Report on outcome of consultation	Performance, Assets and Strategy Overview and Scrutiny

Supplementary Planning Document Adoption	Document which has been subject to further consultation as agreed	Cllr Katie Thornburrow		Manager  Joint Director, Greater Cambridge Shared Planning and 3C Building Control (Stephen Kelly)		Committee
Leisure Management Contract 2026-2041	Outcomes of the retendering procurement exercise of the leisure portfolio and award of Contract.	Cabinet Lead Cabinet Member: Cllr Mike Todd-Jones	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 and Communities Overview and Scrutiny Committee
Community Grants 2026-27	The approval of the Annual Community Grants with a value over	Cabinet Lead	13 January 2026	Julie Cornwell	Report with summary of recommendations and Appendices.	Services, Climate and Communities Overview and

	£5,000 to voluntary and community groups, subject to budget approval in February 2026, and other recommendations on multi-year grants if appropriate.	Cabinet Member: Cllr Anna Smith		Director, Communities Group (Sam Scharf)		Scrutiny Committee
<b>NEW</b> Community Infrastructure Levy draft charging schedule consultation	Cabinet is asked to approve a public consultation on a draft Charging Schedule setting out the types of development the Council is proposing charging a Community Infrastructure Levy to and the proposed rates	Cabinet Lead Cabinet Member: Cllr Katie Thornburrow	10 February 2026	James Fisher, S106 Officer  Joint Director, Greater Cambridge Shared Planning and 3C Building Control (Stephen Kelly)	Draft charging schedule  Draft Greater Cambridge Infrastructure Funding Statement  Draft instalment policy	Performance, Assets and Strategy Overview and Scrutiny Committee
City Centre Heat Network	Report on outcomes of Detailed project	Cabinet Lead	10 February	Ben Binns, Assistant	Report on outcomes. Business Case. Heads of Terms.	Performance, Assets and



	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 assets.	Cabinet Member: Cllr Rosy Moore	2026	Director, Development  Director of Economy and Place (Lynne Miles)		Strategy Overview and Scrutiny Committee
East Barnwell Phase 2	Potential Approval for revised Development proposal - subject to finalising further design.	Cabinet Lead Cabinet Member: Cllr Gerri Bird	10 February 2026	Ben Binns, Assistant Director, Development  Director of Economy and Place (Lynne Miles)	Report on proposal.	Performance, Assets and Strategy Overview and Scrutiny Committee
Climate Change Strategy	Approval of new Climate Change Strategy for 2026 - 2031.	Cabinet Lead Cabinet	24 March 2026	Janet Fogg, Jemma Little,	Report on proposed Strategy including evidence base, consultation process and action plan.	Services, Climate and Communities Overview and

		Member: Cllr Rosy Moore		Catherine Stewart (Oakley)  Director of Economy and Place (Lynne Miles)		Scrutiny Committee
Urban Forest Strategy	Approval of new Urban Forest Strategy 2026- 2036	Cabinet  Lead Cabinet Member: Cllr Martin Smart	24 March 2026	Matthew Magrath, Alistair Wilson  Director, City Services Group (James Elms)	Report on proposed strategy, post consultation, including delivery opportunities, actions, KPIs and policies	Services, Climate and Communities Overview and Scrutiny Committee
Small Sites Development update	Update report noting progress and seeking budgetary approvals to bring forward schemes.	Cabinet  Lead Cabinet Member: Cllr Gerri	Not before 1st June, 2026	Ben Binns, Assistant Director, Developmen t	Report on proposal.	Performance, Assets and Strategy Overview and Scrutiny Committee

		Bird		Director of Economy and Place (Lynne Miles)		
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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 are typically taken by senior officers or delegated decision-makers.

Part 2 – Non-Key Decisions						
Decision Title	Decision Description	Decision Maker	Date of Decision	Contact Officer	Documents to be considered	Relevant Scrutiny
Greater Cambridge Impact - Council's Investment	Drawdown from Reserves for Council's £0.8m investment in Greater Cambridge Impact.	Cabinet Lead Cabinet Member: Cllr Simon Smith	25 September 2025	Jemma Little, Head of Economy Energy and Climate, Director of Economy and Place	Report will cover details of other investment and secured (>£5m) to enable triggering of Council's investment, governance and set up of GCI including Chief Exec as Council's Board Representative and the terms of the Council's investment.	Performance, Assets and Strategy Overview and Scrutiny Committee

				(Lynne Miles)		
Development of the Climate Change Strategy 2026-2031	To approve the plans to progress to public engagement to inform the new Climate Change Strategy.	Cabinet Lead Cabinet Member: Cllr Rosy Moore	25 September 2025	Janet Fogg, Jemma Little, Catherine Stewart (Oakley)  Director of Economy and Place (Lynne Miles)	Draft Strategy outline, future issues and plans for engagement.	Services, Climate and Communities Overview and Scrutiny Committee
Urban Forest Strategy Consultation	To approved draft strategy and consultation plan	Cabinet Lead Cabinet Member: Cllr Martin Smart	25 September 2025	Matthew Magrath, Alistair Wilson  Director, City Services Group (James Elms)	To approve draft strategy and consultation plan	Services, Climate and Communities Overview and Scrutiny Committee

<b>NEW</b> Council Tax Reduction	To approve Council Tax Reduction from April 2026 to March 2029 following public consultation	Cabinet Lead Cabinet Member: Cllr Simon Smith	16 December 2025	Naomi Armstrong, Benefit Manager  Chief Operating Officer (Jane Wilson)	Report setting out proposed minor changes to working age Council Tax Reduction.	Performance, Assets and Strategy Overview and Scrutiny Committee
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 Lead Cabinet Member: Cllr Gerri Bird	16 December 2025	Ben Binns, Jaques van der Vyver  Director of Economy and Place (Lynne Miles)	Report on new build housing delivery.	Performance, Assets and Strategy Overview and Scrutiny Committee
Homelessness Prevention Grants to Agencies	To approve the award of homelessness prevention grants (HPGs) to agencies.	Cabinet Lead Cabinet Member: Cllr Mike Todd-	13 January 2026	Simon Hunt, Housing Services Manager - Housing Advice	Report setting out proposed grant allocations following application process.	Services, Climate and Communities Overview and Scrutiny Committee

		Jones		Director, Communitie s Group (Sam Scharf)		
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 Lead Cabinet Member: Cllr Gerri Bird	24 March 2026	Ben Binns, Jaques van der Vyver  Director of Economy and Place (Lynne Miles)	Report on new build housing delivery.	Performance, Assets and Strategy Overview and Scrutiny Committee

### 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
Leisure Management	FINANCIAL INFORMATION in	Cabinet	16 December	Ian Ross, James Elms,	Report on procurement process and	Services, Climate and Communities

<p>Contract 2026-2041</p> <p>Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p>	<p>relation the business case from the Tenderer will be commercially restricted.</p>	<p>Lead Cabinet Member: Cllr Mike Todd-Jones</p>	<p>2025</p>	<p>Director, City Services Group</p> <p>Director, Communities Group (Sam Scharf)</p>	<p>award decision.</p>	<p>Overview and Scrutiny Committee</p>
<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</p>	<p>Approval for high level masterplan scheme and associated commercial deal proposals.</p>	<p>Cabinet</p>	<p>13 January 2026</p>	<p>Programme Director – Major Regeneration (Fiona Bryant)</p>	<p>Cultural Infrastructure Strategy/Heads of Terms/Masterplan proposals/backing evidence</p>	<p>Performance, Assets and Strategy Overview and Scrutiny Committee</p>

that information)						
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**Cabinet Dates 2025/26:**

2025: 24 June, 15 July, 25 September, 21 October, 18 November, 16 December,  
2026: 13 January, 10 February, 24 March

**Members of Cabinet**

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



## Overview & Scrutiny Committees:

Performance & Assets:	Services, Climate & Communities
<b>10 June 2025</b> <b>9 September 2025</b> <b>4 November 2025</b> <b>27 January 2026</b> <b>3 March 2026</b>	<b>1 July 2025</b> <b>7 October 2025</b> <b>2 December 2025</b> <b>3 February 2026</b> <b>11 March 2026</b>
Leader (inc Cambridgeshire and Peterborough Combined Authority reports)	Climate Action& Environment
Planning & Transport	Communities
Finance & Resources	Safety, Wellbeing and Tackling Homelessness
Housing	Nature, Open Spaces and City Services

## Contact Details

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

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