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

May 2026

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.

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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**
New Sites Development and Homes England update	Report noting progress on new sites and seeking budgetary approvals to bring forward schemes.	Cabinet	7 July 2026	Ben Binns, Assistant Director, Development Director of Economy and Place (Lynne Miles)	Report on proposal.	Performance, Assets and Strategy Overview and Scrutiny Committee

Fleet decarbonisation and replacement project.	To approve the decarbonisation and replacement of the Council's fleet, supporting the Council's Net Zero Carbon commitments and operational service delivery. This includes procurement of electric and alternative-fuel vehicles.	Cabinet	7 July 2026	Peter Birch, Fleet Service Manager Sean Cleary, Assistant Director	Report on proposed fleet strategy.	Services, Climate and Communities Overview and Scrutiny Committee
Leisure Management Contract 2026-2041	Outcomes of the retendering procurement exercise of the leisure portfolio and award of Contract.	Cabinet	7 July 2026	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 Infrastructure	To receive a report summarising	Cabinet	7 July 2026	Stephen Kelly, Joint	Report summarising representation received to the draft charging schedule	Performance, Assets and Strategy

Levy	representation received to the draft charging schedule consultation (that was carried out between 16 February and 29 March) and to consider the submission of the draft charging schedule for examination.			Director, Greater Cambridge Shared Planning and 3C Building Control	consultation	Overview & Scrutiny Committee
Greater Cambridge Local Plan: Proposed Submission (Regulation 19) publication	To agree the Greater Cambridge Local Plan: Proposed Submission (Regulation 19) version, which will then be published for public consultation.	Cabinet	July 2026	Stuart Morris, Planning Policy and Strategy Team Leader Joint Director, Greater Cambridge Shared Planning and 3C Building Control (Stephen	Report and appendices for approval	Performance, Assets and Strategy Overview and Scrutiny Committee

				Kelly)		

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**
Budget Outturn 2025-26	To note the 2025-26 financial outturn report for the General Fund and HRA and recommend to full Council approval of budget carry forwards if applicable	Cabinet	7 July 2026	Jody Etherington, Chief Finance Officer Chief Operating Officer (Jane Wilson)	2025-26 financial outturn report	Performance, Assets and Strategy Overview and Scrutiny Committee
Budget Setting Context 2027-28	To approve proposed savings target and high-level approach to budget	Cabinet	7 July 2026	Jody Etherington, Chief Finance	Report on updated financial assumptions and savings targets, proposed approach to budget consultation and high-level	Performance, Assets and Strategy Overview and

	setting (including consultation) for the General Fund and HRA for 2027-28			Officer Chief Operating Officer (Jane Wilson)	approach to budget setting for 2027/28	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 Contract 2026-2041 Information relating to the financial or business affairs of any particular person (including the authority holding that information)	FINANCIAL INFORMATION in relation the business case from the Tenderer will be commercially restricted.	Cabinet	7 July 2026	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

Cabinet Dates 2026/27 TBC:

2026: 7 July, 23 September, 20 October, 17 November, 15 December,

2027: 18 January, 11 February, 23 March

Overview & Scrutiny Committees:

Performance & Assets:	**Services, Climate & Communities**
Leader (inc Cambridgeshire and Peterborough Combined Authority	Climate & Environment

reports)	
Planning & Infrastructure	Communities
Finance & Resources	Community Safety, Homelessness and Wellbeing
Housing	Open Spaces

Contact Details

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

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