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7 August 2017

To: The Leader – Councillor Peter Topping
Deputy Leader – Councillor Nick Wright
Members of the Cabinet – Councillors Francis Burkitt, Simon Edwards,
Sue Ellington, Lynda Harford, Mark Howell, Robert Turner and Tim Wotherspoon
Quorum: Majority of the Cabinet including the Leader or Deputy Leader

Dear Councillor

You are invited to attend the next meeting of **CABINET**, which will be held in the **MONKFIELD ROOM, FIRST FLOOR** at South Cambridgeshire Hall on **TUESDAY, 15 AUGUST 2017** at **5.00 p.m.**

Yours faithfully
Beverly Agass
Chief Executive

The Council is committed to improving, for all members of the community, access to its agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you.

AGENDA

	PAGES
1. Apologies for Absence To receive Apologies for Absence from Cabinet members.	
2. Minutes of Previous Meeting To authorise the Leader to sign the Minutes of the meeting held on 13 July 2017 as a correct record.	1 - 6
3. Declarations of Interest	
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7. Date of next meeting Thursday 14 th September 2017 at 6pm.	

OUR LONG-TERM VISION

South Cambridgeshire will continue to be the best place to live, work and study in the country. Our district will demonstrate impressive and sustainable economic growth. Our residents will have a superb quality of life in an exceptionally beautiful, rural and green environment.

OUR VALUES

We will demonstrate our corporate values in all our actions. These are:

- Working Together
- Integrity
- Dynamism
- Innovation

GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

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Agenda Item 2

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Cabinet held on
Thursday, 13 July 2017 at 6.00 p.m.

PRESENT: Councillor Peter Topping (Leader of the Council)
Councillor Nick Wright (Business & Customer Services Portfolio Holder and Deputy Leader)

Councillors:	Simon Edwards	Finance and Staffing Portfolio Holder
	Sue Ellington	Health & Wellbeing Portfolio Holder
	Lynda Harford	Housing Portfolio Holder
	Mark Howell	Environmental Services Portfolio Holder
	Robert Turner	Planning Portfolio Holder
	Tim Wotherspoon	Strategic Planning & Infrastructure Portfolio Holder

Officers in attendance for all or part of the meeting:

Beverly Agass	Chief Executive
Alex Colyer	Executive Director
Stephen Kelly	Joint Director for Planning and Economic Development
Rory McKenna	Deputy Monitoring Officer
Caroline Ryba	Head of Finance
Ian Senior	Democratic Services Officer

Councillors Anna Bradnam, Cicely Murfitt, Bridget Smith and Hazel Smith were in attendance, by invitation.

1. APOLOGIES FOR ABSENCE

Councillor Francis Burkitt (Greater Cambridge Partnership Portfolio Holder) sent Apologies for Absence.

2. MINUTES OF PREVIOUS MEETING

Cabinet authorised the Leader to sign, as a correct record, the minutes of the meeting held on 20 April 2017.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. ANNOUNCEMENTS

The Leader welcomed Beverly Agass to her first South Cambridgeshire District Council Cabinet meeting as Chief Executive, a position she had taken up on 3 July 2017.

5. PUBLIC QUESTIONS

There were no public questions.

6. QUARTERLY POSITION STATEMENT ON FINANCE, PERFORMANCE AND RISK

Cabinet considered a report containing

- A provisional 2016-17 outturn position statement on General Fund, Housing Revenue Account (HRA) and Capital expenditure, including requests for budget rollovers from 2016-17 to 2017-18;
- A statement on the 2016-17 year-end position statement with regard to the Council's corporate objectives and performance indicators; and
- The Strategic Risk Register.

Councillor Simon Edwards (Finance and Staffing Portfolio Holder) and Councillor Nick Wright (Business and Customer Services Portfolio Holder and Deputy Leader) summarised those aspects of the report for which they had responsibility.

On risk, Councillor Robert Turner (Planning Portfolio Holder) highlighted a significantly improved position following two challenging years in the planning service.

Referring to the new strategic risk matrix, and in reply to a question from Councillor Anna Bradnam, Councillor Wright confirmed that Members would still also receive the details of risks.

Councillor Bridget Smith asked about the risk held by Ermine Street Housing. Councillor Edwards reminded her that Ermine Street was an independent company, and that the Council's interest in it was purely as an investor. The Executive Director explained that the two registers held by the Council and by Ermine Street covered the same risks but approached them from different perspectives.

In response to the Leader, the Policy and Performance Manager said that officers were working towards reducing the number of Performance Indicators from 38 to 28.

Members noted the implication of paragraph 26(e) of the report from the Chief Executive.

The Business and Customer Services Portfolio Holder took the opportunity to explain the rationale behind the relocation of the Swansley Room, and reconfiguring of the access to the Monkfield Room. While work had been delayed for reasons beyond the Council's control, once completed it would improve public access to the two meeting rooms, and enhance staff security both within the office area and in the interview rooms, which would be relocated nearer to Reception.

Cabinet

- (a) **noted** the Council's provisional financial outturn position, together with the overview of Corporate Plan 2016-2021 achievements and performance against key performance indicators set out in the report and appendices A-D attached;
- (b) **Approved** budget rollovers totalling £3,149,007 as detailed in Appendices D(1) General Fund Revenue, D(2) HRA Revenue and D(3) Capital, to be carried forward into the 2017-18 financial year, and
- (c) **Approved** the Strategic Risk Register at Appendix E.

7. **3C SHARED SERVICES 2016/17 ANNUAL REPORT**

Cabinet **received and noted** a report summarising performance of the Shared services for Legal, Building Control and ICT during 2016-17.

Councillor Nick Wright (Business and Customer Services Portfolio Holder and Deputy

Leader) accepted that savings targets for Year 1 had been too ambitious, but stressed that the strong leadership now in place for each of the shared services in question provided the kind of consistency and stability that bode well for the future. Lessons had been learned, and Councillor Wright endorsed the report, and expressed confidence in shared services.

Councillor Peter Topping (Leader) stated that the report had been discussed extensively at the Scrutiny and Overview Committee on 6 July 2017, where he had answered Members' questions in Councillor Wright's absence.

Councillor Sue Ellington (Health and Wellbeing Portfolio Holder) welcomed the growth in joint working.

Councillor Bridget Smith asked why the projected Year 1 savings were not realised. Councillor Wright attributed this in part to unforeseen staffing costs, but was confident that, with more robust structures now in place, the savings would still be made, albeit in the longer term. The Executive Director added that rationalisation of equipment across South Cambridgeshire District Council, Huntingdonshire District Council and Cambridge City Council, coupled with the better control of staffing costs, meant that the projected savings were very much deliverable.

Councillor Simon Edwards (Finance and Staffing Portfolio Holder) said that, while savings were important, the key reasons for shared services were to achieve greater resilience and capacity, and encourage more specialisation.

8. FORMATION OF A NEW PLANNING SERVICE FOR SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL AND CAMBRIDGE CITY COUNCIL

Cabinet considered a report on proposals for a new, transformed Planning Service between South Cambridgeshire District Council and Cambridge City Council, and seeking approval of the Business Case in line with the principles approved by this Council in April 2017.

Councillor Robert Turner (Planning Portfolio Holder) referred Members to paragraph 11 of the report, highlighting some of the benefits of creating a shared service, and the opportunities it would create for both Councils, and for those individuals seeking to further their careers in the planning profession. For South Cambridgeshire District Council, a principle objective would be to maintain and improve performance. In the context of ICT, it was recognised that the two authorities currently operated different systems, and procurement of a suitable system to support the new planning service and enable the alignment of processes and procedures was accepted as being of paramount importance. Referring to paragraph 15 of the report, Councillor Turner said that Option 1 was not an option, and he commended to Cabinet the creation of a Greater Cambridge Planning Service as being good for both employees and residents.

Councillor Sue Ellington (Health and Wellbeing Portfolio Holder) expressed concern at the potential workload that would fall on officers given the proposal to continue with just three area teams. In response, Councillor Turner said that those areas had been carefully identified to ensure that workload was evenly spread. He drew attention to the fact that Cambridge City had been split between Areas 2 and 3 in order to emphasise the joint nature of the proposed service.

The Joint Director for Planning and Economic Development explained the rationale behind the proposed team structure. He said that the overriding aim was to support and enhance existing strategies, and improve opportunities for staff. Achieving a greater

locus was a key objective.

Councillor Nick Wright (Business and Customer Services Portfolio Holder and Deputy Leader) noted that Cambridge City Council had already approved the Business Case, and said this represented a huge vote of confidence in the concept of a shared planning service.

Referring to Appendix 5, Councillor Hazel Smith noted that the major new development in Greater Cambridge seemed to be concentrated on Area 2. In reply, the Joint Director for Planning and Economic Development pointed out that, in terms of geographical spread, Area 2 was smaller than each of the others. He said that Northstowe was now in delivery mode, and that a balance would be struck by resourcing each team to reflect the difference in requirements.

Councillor Cicely Murfitt mentioned a potential conflict between urban and rural approaches to planning. In response to her concerns, the Joint Director for Planning and Economic Development confirmed that Parish Councils would continue to play an essential role in determining planning applications in South Cambridgeshire, and that officer site visits would continue to take place.

Councillor Bridget Smith referred to the major risks identified in Section 5 of the Business Case. In particular, she expressed concern about the 'recruitment challenges' highlighted by Risk R3. The Planning Portfolio Holder said that a shared planning service would meet these challenges through being better placed to offer development opportunities for staff. While recognising that one of the difficulties faced in attracting staff was the cost of living in the Greater Cambridge area, Councillor Turner pointed out that the new service would benefit from having several experienced officers, who already lived in Cambridge and South Cambridgeshire. The Joint Director for Planning and Economic Development added that a shared service was so compelling as to be attractive. He commended the prospect of enhancing the status of Greater Cambridge nationally to reflect its global reputation. The shared planning service would provide an opportunity to invest in people in what would be the biggest planning service in the UK, and thus provide the best chance to deliver against the scale of economic growth envisaged during the coming years.

Cabinet

1. **Approved** the Business Case for the new Planning Service attached (see Appendix 1)
 2. **Agreed** that South Cambridgeshire District Council is agreed to be the Employing Authority for this shared service.
 3. **Agreed** that Delegated authority be given to the Director of Planning and Economic Development, in consultation with the Planning Portfolio Holder, to deliver the phases of the proposal as set out in the Business Case.
9. **CAMBRIDGE ICE ARENA: LOAN TO CAMBRIDGE LEISURE AND ICE CENTRE (CLIC)**

Councillor Simon Edwards (Finance and Staffing Portfolio Holder) introduced a report containing information that would help Cabinet reach a final decision relating to South Cambridgeshire District Council (SCDC) providing a loan to Cambridge Leisure and Ice Centre (CLIC) to support the development of an ice rink on the outskirts of Cambridge.

Restricted information made available to the Cabinet set out key factors to be considered, and the options available.

After years of SCDC having been unable to fund similar projects to anything like this extent, Councillor Edwards commended the ice rink project as exciting and positive.

Councillor Robert Turner (Planning Portfolio Holder) described the project as fantastic.

In response to concern raised by Councillor Anna Bradnam that the U.K.'s decision to leave the European Union might result in financial consequences, the Head of Finance said that the respective parties involved in the project had already made allowances for this in making their calculations.

Cabinet

- (d) **Recognised** the issues identified, and **approved** the measures taken to address them, including matters to be included in legal documents prior to drawdown of the loan; and
- (e) **Confirmed approval** for the loan, and **authorises** the Executive Director, in consultation with the Finance and Staffing Portfolio Holder, to approve the loan agreement and drawdowns subject to satisfactory completion of all outstanding matters.

10. DATE OF NEXT MEETING

Cabinet noted that its next scheduled meeting was on Thursday 14 September 2017, starting at 6.00pm.

**The Meeting ended at 7.25
p.m.**

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REPORT TO: Cabinet
LEAD OFFICER: Director of Housing

13 July 2017

Sale of land off Station Road, Foxton

Purpose

1. The purpose of this decision is to approve the option for the sale of Council-owned land identified as Option 1 on the attached Plan 'A' and a further option for the sale of garden land at no.31 Station Road (identified as Option 2) on the attached Plan 'B'.
2. This is not a key decision but has been brought before Cabinet in accordance with paragraph 1.4.1. of the Delegation Rules of the Constitution which states that '*Where a proposed decision of a portfolio holder is not supported by any local member, the matter should be referred to a meeting of the Executive, where the local member(s) would have the right to speak*'.

Recommendations

3. It is recommended that the Decision maker approves

Option1: the sale of land identified on Plan 'A' (access land) for the price of £200,000. This will include an overage clause to secure a further capital receipt of 50% of the uplift if further development was granted. Heads of terms to be agreed by the Head of Housing Strategy.

And

Option 2: the sale of garden land identified on Plan 'B' for the price of £5,000 subject to improvements to fencing and car parking for the tenant at no.31 Station Road. Heads of terms to be agreed by the Head of Housing Strategy.

Reasons for Recommendations

Option1: The Council has no legitimate use of the access land. The sale price of £200,000 will support the Council's Housing Revenue Account (HRA) to invest into affordable council homes. As well as providing a capital receipt for land that is not used, the access will facilitate a development of up to 22 homes, of which 9 will be affordable homes. The provision of affordable housing is a key priority for the Council. Planning Permission has already been granted for this development of up to 22 homes. If further permission is sought to increase the number of homes facilitated by the access, a further capital receipt of 50% of the uplift would be secured to invest within the HRA.

Option 2: In selling the additional garden land, this would enable the access to be widened enabling the road to be brought up to an adoptable standard, which would reduce maintenance costs for tenants and residents of the new development.

The tenant at no.31 Station Road is happy to release the garden land and has been fully consulted on this option.

The sale price of £5,000 for the garden land will provide an additional capital receipt to the Housing Revenue Account.

Background

4. Endurance Estates have, with the landowners Goreway Holdings, obtained outline planning permission for 22 residential units on the development site in accordance with Plan 'C' attached [planning ref: S/2148/16/OL]. Prior to the application, the Council agreed in principle to sell land to create an access to the scheme, in accordance with the HRA Asset Sustainability Policy (Disposals and Acquisitions). The 'in principle' decision is purely based on making best use of the Council's land and maximising affordable housing. The reasons for agreeing an 'in principle decision' were:
 - The District Council has no legitimate use of the access land
 - Proposed scheme would provide 9 affordable homes
 - Sale of land would provide a financial benefit to the Council
 - Added benefit to the area by way of re-provision of car parking required
 - Better access to the rear of the properties at Station Road which includes access to Council properties
 - Creation of public open space that could benefit existing Council tenants.
5. An independent valuation has been carried out and suggests a sale price for the land (Option 1) of £200,000.
6. At the time of the 'in principle' decision the Council was unwilling to pursue further negotiations with the tenant on release of the garden land as it was felt that to do so might be construed as actively supporting the development. As landlord, the Council should not have an influence on planning matters which are to be determined by Planning Committee.
7. Following the grant of outline permission Endurance Estates has approached the Council requesting that further consideration be given to selling the additional piece of garden land relating to no.31 Station Road to facilitate the widening of the access road. The current tenant is supportive of the proposal and happy to release the land subject to the developer making good the fencing and improved parking arrangements. Concerns have been raised by the Parish Council that the release of further land to widen the access could potentially open up further development possibilities. The Housing Department has given this careful consideration but believe this would be a matter to be determined by the Planning Department if future planning applications were made. The view of the Housing Department is that a widened access would enable the road to be brought up to an adoptable standard, which would reduce maintenance costs for both the private and affordable households of the new development. Having a wider access would prevent the build up of traffic alongside no.31 tenant's garden and advice from Highways suggests this would provide a better access road.

Based on the independent valuation, the sale of the garden land will realise a capital receipt for the Council of an additional £5,000. The Council will also seek an overage clause based on 50% of the uplift in plot value if further development took place, either within the curtilage of the current proposal or through the adjoining land owned by Goreway Holdings Limited.

Considerations

8. 4.6.2. of the HRA Asset Sustainability Policy (Disposals and Acquisitions) approved by Full Council in September 2013 states:

'The principle for considering such requests [land sales] shall be to maximise income on land that would otherwise generate little or no income for the HRA. Consideration shall be given to the loss of any community benefit, but this must be weighted against the financial benefit and the wider benefit of additional affordable housing (where applicable).'

Planning consideration should not be taken into account at the initial stage of negotiation to dispose of land. An 'in principle' decision to dispose shall be made on a commercial basis through negotiation between the developer, Director of Housing and the Housing Portfolio Holder. An independent valuation must be obtained and an indicative price agreed based on conditional options, such as a higher contribution of affordable housing, which shall be subject to the final planning decision. Issues with regards to the proposed development shall be considered as part of the planning process.'

9. The process for considering the disposal of land has been followed in accordance with policy. The Planning Committee considered the merits of the proposed development at their meeting on 7th December 2016 and resolved to grant outline planning permission for up to 22 dwellings. The decision of Cabinet is not, therefore, to reconsider the proposals of the development.
10. The sale of land identified on Plan A and Plan B would realise a significant capital receipt for the housing department to invest into affordable housing.
11. Following advice from an Independent Valuer, Officers have managed to negotiate best value for the land, with the sale price being at the 'top end' at 50% of the uplift.

Options

12. **Option 1:** To approve the option for the sale of land identified on Plan 'A' (access land) for the price of £200,000. This will include an overage clause to secure a further capital receipt of 50% of the uplift if further development was granted. Heads of terms to be agreed by the Head of Housing Strategy.
- Reasons for Approval:** The Council has no legitimate use of the access land. The sale price of £200,000 will support the Council's Housing Revenue Account (HRA) to invest into affordable council homes.

As well as providing a capital receipt for land that is not used, the access will facilitate a development of up to 22 homes, of which 9 will be affordable homes. The provision of affordable housing is a key priority for the Council.

Planning Permission has already been granted for this development of up to 22 homes. If further permission is sought to increase the number of homes facilitated by the access, a further capital receipt of 50% of the uplift would be secured to invest within the HRA.

13. **Option 2:** To approve the option for the sale of garden land identified on Plan 'B' for the price of £5,000 subject to improvements to fencing and car parking for the tenant at no.31 Station Road. Heads of terms to be agreed by the Head of Housing Strategy.

Reasons for Approval: This would enable the access to be widened enabling the road to be brought up to an adoptable standard, which would reduce maintenance costs for tenants and residents of the new development.

The tenant at no.31 Station Road is happy to release the garden land and has been fully consulted on this option.

The sale price of £5,000 will provide an additional capital receipt to the Housing Revenue Account.

14. **Option 3:** To refuse the sale of land (Option 1) at the recommended sale price of £200,000.

Reasons for Rejection: An 'in principle' decision has already been agreed to sell the land and the valuation of £200,000 is considered good value for money, achieving 50% of the uplift in value. A capital receipt of £200,000 would be invested into affordable council homes. If the Council decided not to sell the access land, it is likely that a development could still be achieved using an alternative access through land owned by Goreway Holdings. This would need further consideration by Planning Committee.

15. **Option 4:** To agree to the sale of land for the proposed access (Option 1) but refuse the sale of the additional garden land (Option 2).

Reasons for Rejection: The tenant is supportive of releasing the garden land. By widening the access this would enable the road to be brought up to an adoptable standard which would reduce maintenance costs for the new tenants and residents of the proposed scheme. The merits of widening the access and the views of the parish council should be a consideration by the Planning Department in determining any further planning applications for the scheme. The sale of garden land (Option 2) would achieve an additional £5,000 for the Housing Revenue Account, with the overage clause maximising the capital receipt if further development was achieved through planning permission.

Implications

16. In the writing of this report, taking into account financial, legal, staffing, risk management, equality and diversity, climate change, community safety and any other key issues, the following implications have been considered: -

Financial

17. The sale of land would generate an income of over £200,000 for the Housing Revenue Account.

Consultation responses

18. The Parish Council and Local Member have been kept informed of the process for the sale of the access land and were informed of the 'in principle' decision to sell. A further meeting has been held with members of the Parish Council following the request to sell the additional piece of garden land relating to no.31 Station Road. Both the Parish Council and Local Member have raised their objections to the development of up to 22 dwellings and have voiced their concerns that a widened access could potentially open up land for further development.
19. Whilst the Housing Portfolio Holder is sympathetic to their concerns, it is felt that these relate specifically to planning matters. The Council, acting as landlord, should not have an influence on planning proposals which are determined by Planning Committee, where any objections should be taken into consideration.
20. The tenant of no.31 Station Road has been consulted as part of the process for considering the sale of the additional piece of garden land and she is fully supportive of the sale.

Effect on Strategic Aims

Aim 1 – Homes for our Future: Secure the delivery of a wide range of housing to meet the needs of existing and future communities

- i) By selling the land for the access relating to the proposed development, this will strengthen the partnership role of working with developers to help influence the pace of housing and infrastructure construction, including delivery of affordable housing.
- vi) The capital receipt will help to secure a viable future programme for our Council houses.

Background Papers

Where [the Local Authorities \(Executive Arrangements\) \(Meetings and Access to Information\) \(England\) Regulations 2012](#) require documents to be open to inspection by members of the public, they must be available for inspection: -

- (a) at all reasonable hours at the offices of South Cambridgeshire District Council;
- (b) on the Council's website; and
- (c) in the case of documents to be available for inspection pursuant to regulation 15, on payment of a reasonable fee required by the Council by the person seeking to inspect the documents at the offices of South Cambridgeshire District Council.

An independent valuation has been carried out by Roger Hannah & Co, Chartered Surveyors. This can be made available upon request.

Report Author: Julie Fletcher – Head of Housing Strategy
Telephone: (01954) 713352

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Land off Station Road, Foxton - Plan 'A' - Option 1



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Date: 19.6.2017

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Land at 31 Station Road, Foxton - *Plan B - Option 2*



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- LEGEND**
- AFFORDABLE HOUSING
 - PRIVATE HOUSING
 - RELOCATED PARKING
 - TREES RETAINED
 - PROPOSED TREES (INDICATIVE)
 - APPLICATION SITE BOUNDARY
 - AREA WITHIN OWNERSHIP OF APPLICANT EXCLUDED FROM APPLICATION

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CLIENT
ENDURANCE ESTATES
STRATEGIC LAND

PROJECT
PROPOSED DEVELOPMENT
REAR OF 7-37, STATION ROAD, FOXTON
CAMBRIDGE

TITLE
INDICATIVE LAYOUT

DRAWING STATUS
PLANNING

DRAWN	NP	CHECKED
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SCALE 1:500 @ A3

DATE JUNE 2016

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