

**COUNCILLORS' BULLETIN
WEDNESDAY, 19 DECEMBER
2018**



**South
Cambridgeshire
District Council**

CONTENTS

1. Meetings and events from Thursday 20 December to Friday 4 January 2019

Date	Time	Name	Venue	Contact
Thu 20 Dec	9:30am	Audit & Corporate Governance Committee - POSTPONED		
Fri 21 Dec				
Mon 24 Dec				
Tue 25 Dec		Christmas Day – Office Closed		
Wed 26 Dec		Boxing Day – Office Closed		
Thu 27 Dec				
Fri 28 Dec				
Mon 31 Dec				
Tue 1 Jan		New Year's Day – Office Closed		
Wed 2 Jan				
Thu 3 Jan				
Fri 4 Jan				

INFORMATION FOR DISTRICT COUNCILLORS AND PARISH COUNCILS

2. Greater Cambridge Housing Strategy

We are pleased to launch the consultation of the Greater Cambridge Housing Strategy which has been developed in collaboration with Cambridge City Council. The proposed Strategy details how the two authorities will meet the housing challenges over the next five years and will help to guide the future planning of new homes, as well as ensuring existing homes are fit for purpose.

Details of the strategy and consultation can be found at <https://www.scambs.gov.uk/housing/housing-strategy-consultation/>. Some of you may have already fed into the draft Strategy as part of the Members' workshop but please do complete the online survey if you have further comments, or if you prefer email direct with specific comments at gchs@scambs.gov.uk

The closing date of the consultation is: **Friday, 25th January 2019**. Once all feedback has been considered, the Strategy will then need to be formally approved through both councils' formal decision making processes in March/April 2019 before it can be adopted.

3. Planned Road Closures for this week: A14 Cambridge to Huntingdon Improvement Scheme

Please find attached road closures information for week commencing 17 December, in relation to the A14 Cambridge to Huntingdon improvement scheme.

To contact your A14 sections stakeholder manager, please use the email addresses below or the A14 helpline.

Section 1 & 2: Alconbury to the East Coast Main Line
Jon Lewell - jon.lewell@thea14.com

Section 3: East Coast Main Line to Swavesey
John Birchall - John.Birchall@theA14.com

Section 4 & 5: Swavesey to Milton
Bob Pettipher - bob.pettipher@thea14.com

A14 helpline **0800 270 0114** - This will be answered by a team member during site hours 8am - 5pm and messages can be left at other times. Further updates as the scheme progresses can be found on the [website](#).

GENERAL INFORMATION

4. Media Monitoring



Arising from the results of the Member Communication Needs Survey, many members highlighted the fact that residents found out about SCDC matters through the media.

The Council's Communications Team will produce a weekly summary of recent news items to be published in the Bulletin to help keep members informed of recent coverage of SCDC.

Contact the [Communications Team](#) for further information.

Date	Publication	Details		
12/12/2018	Cambridge News	How can we beat city congestion	P11	GCP article
12/12/2018	Cambridge News	Anger as new junction causes big tailbacks	P14	Cllr Bunty Waters quoted
12/12/2018	BBC Radio Cambridgeshire	Cllr Bunty Waters interviewed about congestion issues in Bar Hill following A14 junction change by Highways England as part of road upgrade	Scroll to '1'20" in	
12/12/2018	Cambridge Independent	Genome campus expansion could create 4,300 jobs	P5	
12/12/2018	Cambridge Independent	£6m Histon Road revamp approved after revisions	P11	GCP article
12/12/2018	Cambridge Independent	Cambridge and Cambourne busway moves forward	P11	GCP article: Cllr Gavin Clayton mentioned
12/12/2018	Cambridge Independent	Low-carbon living scheme for major brownfield site	P13	Cambridge Northern Fringe Area Action Plan
12/12/2018	Cambridge Independent	Council's self-build plot	P20	
12/12/2018	Cambridge News online	Cambridge and South Cambs Christmas bin collection dates 2018	Link	
12/12/2018	Business Weekly online	4,300 new jobs and 1,500 homes proposed for Wellcome Trust Genome Campus	Link	
12/12/2018	Cambridge Independent Online	Final £6m Histon Road plans given green light		GCP article
13/12/2018	Cambridge News	Review will put spotlight on Combined Authority spending	P7	CA article
13/12/2018	Cambridge	End year on a recycling high, urges	P13	

	News	Councillor		
13/12/2018	Cambridge Network	Barrington chimney blow-down makes way for new homes	Link	
13/12/2018	Cambridge Independent Online	Residents treated to how Cambridge metro and transport system could look in future	Link	GCP article
13/12/2018	BBC News Online	Cambridge vision includes self-driving buses and metro	Link	GCP article
13/12/2018	Cambridge News online	Rats come out of ditch at end of family's garden and mum says council won't help	Link	
14/12/2018	Cambridge News	Revealed: vision of the future of transport around the city	P1 & P4 & P5	GCP article
16/12/2018	Cambridge Independent online	Cambridgeshire council aiming for right-to-build scheme	Link	
18/12/2018	Cambridge Independent online	A new low-carbon community could be developed on a major brownfield site	Link	

5. Items of Interest from the Local Government Association (LGA)



Items of Interest from the Local Government Association (LGA)

The Local Government Association provides a list of news headlines relevant to its members. Please click the headlines below for more details.

Saturday 15 December: *Mail*: [Food waste collections to be collected separately](#)
Food waste is due to be collected separately by councils under the Government's Waste Strategy due to be announced next week.

Wednesday 19 December: *Guardian*: [Put Universal Credit on hold to project disabled claimants, say MPs](#)

The House of Commons Work and Pensions Select Committee has called on the Government to put the next phase of Universal Credit on hold until ministers can show that disabled claimants will be properly protected when moving on to the new system.

6. View Planning Applications



To view the list of planning applications that have recently been submitted to the Council, please visit the authority's on-line [Planning Application Search](#). Once the page has loaded, you can use the [Search option](#) to set your own criteria of parish, area and date range.

The system will provide a range of information on current and decided applications since 1948, including a brief description of the development, reference number, decision and the date of decision. More recent applications show the name and telephone number of the council officer who is



dealing with the application.

Search results are presented in a collection of pages, the number of which depends on the number of results your search produces. There are navigation tools to allow you to browse your results.

EXECUTIVE DECISIONS TAKEN SINCE 12 DECEMBER 2018



In accordance with the [Access to Information Procedure Rules in Part 4 of the Council's Constitution](#), any executive decision shall be published normally within five days of being made. That record will bear the date on which it is published and will specify that the decision will come into force, and may then be implemented, on the expiry of 5 working days after the publication of the decision, unless called in for review by the Chairman of the Scrutiny and Overview Committee or by any five other councillors.

A list of decisions currently within the call-in period is available [on the Council's website](#).

The call in procedure is set out in full in [Part 4 of the Council's Constitution, 'Scrutiny and Overview Committee Procedure Rules'](#).

7. Community Chest Grants - December 2018

Following consideration of the applications by the Grants Advisory Committee, the Finance Portfolio Holder **AGREED** the following:

	Applicant	Village(s) affected	Description	Total applied for (£)	Total recomm - ended (£)	Additional conditions/ comments
1	The Countryside Restoration Trust	Barton and Comberton	Purchase of pitchforks, hay rakes and scythes to manage hay meadows	1,000.00	1,000.00	Invite schools to take part in education days to learn traditional methods
2	Disability Cambridgeshire	Multiple	Upgrade IT	1,020.00	1,000.00	

3	Linton Action for Youth	Linton	Roof repairs	460.00	460.00	
4	Northstowe Sports and Wellbeing Group	Northstowe, Willingham Longstanton	Community development – fitness and wellbeing	988.00	528.00	Equipment only
5	Bethel Baptist Church	Swavesey	Replace disabled access ramp to church hall	1,000.00	Deferred	More info needed
6	Friends of Duxford School	Duxford	Equipment for airday events held for fundraising purposes	622.91	Nil	No benefit to the wider community
7	Save Linton Heights Swimming Pool Fund-raising Committee	Linton	Repair of Linton Heights' decommissioned swimming pool	1,000.00	Deferred	More info needed

DECISIONS MADE BY OFFICERS AND REPORTED FOR INFORMATION

Please click on the link below to find details of decisions made by officers under delegated authority:

<https://www.scambs.gov.uk/content/access-information>

8. Setting of the Council Tax Base 2019-20

The Chief Financial Officer set the tax base for South Cambridgeshire District Council at 62,576.3 band D equivalents for 2019/20, and the tax base for each parish be set as shown in the Appendix to the attached report.

OTHER INFORMATION

9. Newly-Published Items on modern.gov



Decisions

- [Setting of the Council Tax Base 2019-20](#)
- [Community Chest Grants – December 2018](#)
- [Planning Committee 12 December](#)

10. SDCDC Starters and Leavers



New Employees at the Council

Name: Kenny Plummer
Job title: Refuse Driver
Date started: 10 December 2018



Staff who have left/will be leaving

Name: Caroline Dennington
Job title: PSL Administrator
Date leaving: 6 January 2019

Name: Alexandra Ellwood
Job title: Project Services
Date leaving: 13 January 2019

Name: Anita Goddard
Job title: Head of Service: Housing and Repairs
Date leaving: 12 January 2019

Name: Katie Parry
Job title: Principal Planning Officer
Date leaving: 12 January 2019

Name: Chelsea Wade
Job title: Housing Advice Assistant
Date leaving: 2 January 2019

Agenda Item 3

A14 Cambridge to Huntingdon, Cambridgeshire: major improvements

Construction work on the new A14 Cambridge to Huntingdon scheme is underway. We are currently carrying out a variety of tasks for which we need to close lanes or carriageways on the A1, A14 and some local roads at times, usually overnight between 8pm and 6am, unless otherwise stated. A clearly signed diversion route will always be in place for closures.

For this week, the planned closures are:

Full closures

Monday 17th to Thursday 20th (four nights)

- A1 northbound between Buckden and Alconbury

Vehicles will travel east on the A428, north on the A1198, west on the A14 and then north on the A14 link road to re-join the A1

- A1 southbound between Alconbury and Buckden

Vehicles will be diverted south on the A14 link road, then east on the A14, south on the A1198 and west on the A428 to re-join the A1

- A428 eastbound Madingley to A14 eastbound Milton junction 33

Motorway traffic will travel south on the M11, east on A505 and north on A11 to re-join the A14. Non motorway traffic will be diverted on local roads through Cambridge.

- M11 junction 14 exit slip

- A14 westbound between Six Mile Bottom junction 36 and Girton junction 31

Motorway traffic will travel south on the A11, west on the A505 and then north on the M11.

Non motorway traffic will be diverted on local roads through Cambridge

Monday 17th to Wednesday 19th (three nights)

- Buckingway Road
- A14 eastbound Swavesey junction 28 exit and entry slips

**Our last overnight closures will be Thursday 20th December.
Work will recommence Wednesday 2nd January 2019.**

For more information about this scheme, visit <http://roads.highways.gov.uk/projects/a14-cambridge-to-huntingdon/>, or stay updated by following us on <https://twitter.com/a14c2h> and <https://en-gb.facebook.com/A14C2H/>.

Agenda Item 8



South
Cambridgeshire
District Council

Report To: Chief Financial Officer
Lead Officer: Alex Colyer

13th December 2018

Setting of Council Tax Base for 2019/20

Purpose

1. To report the calculation of the Council Tax base for 2019/20 and to request the Chief Financial Officer exercise the delegated power to formally set the Council's Council Tax base for 2019/20.

Recommendations

2. It is recommended that the Chief Financial Officer sets the tax base for South Cambridgeshire District Council at 62,576.3 band D equivalents for 2019/20, and the tax base for each parish be set as shown in Appendix A.

Reasons for Recommendations

3. The Council is required to determine a tax base for the subsequent financial year in order to allow the precepting authorities to complete their budget setting processes. The tax base is calculated by reference to the actual tax base as at 30th September each year adjusted in line with a series of estimates described in the report.
4. There is predicted to be an increase of 1,166.1 band D equivalents in respect of 2019/20 due to new property development, which is included in the above tax base.
5. A bad debt allowance of 0.6%, which remains the same as last year, is considered to be reasonable.

Background

6. The Council is required to set a tax base for each financial year for the District as a whole and for each separate parish within the District. The tax base is expressed as the number of band D equivalent properties and is used to calculate the basic amount of Council Tax.
7. There is a prescribed process for calculating the tax base, but the Council must make estimates of anticipated changes, for example due to the building of new properties, and estimate the proportion of bad debt. The starting point for the calculation is set as the properties contained in the valuation list at 30th September 2018, adjusted for exemptions and discounts recorded on the Council's Council Tax database at that date.
8. The Chief Financial Officer has delegated authority to set the Council Tax base.

Considerations

9. The initial tax base, as recorded on the Council Tax database at 30th September 2018, was 65,175.6 band D equivalents, including an allowance for levies against long-term empty properties. This is an increase of 0.88% (571) compared to the initial tax base at the same time last year of 64,604.6.

10. It is anticipated that 968.8 band D equivalent properties will be completed by 31st March 2019 and should therefore be added to the initial tax base. This figure has been estimated by correlating information from the Revenue Service's Property Inspectors, Planning and, where possible, from property developers. The estimate includes an allowance for properties being valued in different bands and also for a corresponding growth in discounts, and also allows for the anticipated completion of affordable homes across the district.
11. During the course of the 2019/20 financial year it is anticipated that a further 1,047 new properties will be completed. In order to allow for the phased construction over the course of the year, a spread across the valuation bands and discounts, an estimate of 492.4 band D equivalents have been added to the tax base calculation
12. The provision for bad debt was increased in 2014/15 to 0.6% to take account of the increased numbers of council tax payers resulting from the introduction of the Localised Council Tax Support Scheme in April 2013, and is still considered to be reasonable.
13. There is an allowance for contributions in lieu of Council Tax from the Ministry of Defence equivalent to 81.7 band D properties. This is a slight change from from last years' figure of 82.2, reflecting a change in the number of occupied properties.
14. Following major changes to the welfare system in April 2013, the Council is required to give discounts against council tax liability for qualifying claimants, and for the purposes of this calculation these are expressed in band d equivalent terms and deducted from the tax base as shown below under the heading LCTSS (Local Council Tax Support Scheme).
15. After allowing for these adjustments the calculated tax base for 2019/20 is 62,576.3. This is an increase of 1.9% (1,166.1) compared to the 2018/19 tax base of 61,410.2.
16. A summary of the calculation is shown below, with the previous years' calculations for comparison.
17. A Council Tax base has also been calculated for each parish within the District as set out in Appendix A.

Summary of Tax Base Calculation for the District

(All figures are band D equivalents)

	2019/20	2018/19
Initial tax base at 30 th September 2018	65,175.6	64,243.5
New properties expected to be completed in this financial year	968.8	
New properties expected to be completed during next financial year	492.4	
Contributions in lieu of Council Tax from MOD properties	81.7	
Bad Debt Provision 0.6%	-377.2	
Estimated Council Tax Base before LCTSS	<u>66,341.3</u>	<u>65,000.0</u>
LCTSS	-3,765.0	-3,589.8
Estimated Council Tax Base after LCTSS	<u>62,576.3</u>	<u>61,410.2</u>

Options

18. To review the details contained within the report. The Council is required to determine a tax base for the subsequent financial year in order to allow the precepting authorities to complete their budget setting processes.

Implications

19. 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

20. The tax base for 2019/20 has increased by 1.9% compared to the previous year tax base of 61,410.2. However, there remains a huge amount of uncertainty regarding the economy which makes it difficult to accurately predict the level of future growth with a high degree of precision.

Legal

21. The Council has a legal obligation to set the Council Tax Base in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 1992.

Staffing

22. None

Risk Management

23. Failure to set the correct Council Tax Base could have an adverse effect on the Council's budget requirements.

Equality and Diversity

24. We ensure that revenue collection is delivered in a fair and consistent manner to all members of the community.

Climate Change

25. None

Consultation responses (including from the Youth Council)

26. All Parish Councils were consulted on draft individual tax base determinations throughout November 2018. 1 Response was received and 2 adjustments were made in finalising the tax base as recommended in this report.

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.

There are no background papers.

Report Author: Katie Kelly – Revenues Manager
Telephone: (01954) 713335

DECISION OF THE CHIEF FINANCIAL OFFICER

I hereby set the Council Tax base for the South Cambridgeshire District, for the financial year 2019/20 at 62,576.3 band D equivalent properties under the authority delegated to me by the South Cambridgeshire District Council. I also set the Council Tax base for each Parish contained within the South Cambridgeshire District boundary as set out in the attached Appendix A.

Signed Date 13th December 2018

Chief Financial Officer

APPENDIX A

Code	Parish	Tax Base	Code	Parish	Tax Base
1	Great Abington	400.3	53	Horningsea	163.7
2	Little Abington	255.2	54	Horseheath	210.1
3	Abington Pigotts	77.1	55	Ickleton	340.9
4	Arrington	170.9	56	Impington	1,511.2
5	Babraham	124.5	57	Kingston	126.9
6	Balsham	696.2	58	Knapwell	47.0
7	Bar Hill	1,456.2	59	Landbeach	384.1
8	Barrington	468.9	60	Linton	1,730.0
9	Bartlow	51.2	61	Litlington	345.5
10	Barton	388.4	62	Lolworth	72.6
11	Bassingbourn	1,159.8	63	Longstanton	1,711.7
12	Bourn	424.7	64	Longstowe	90.2
13	Boxworth	104.5	65	Madingley	107.3
14	Caldecote	749.1	66	Melbourn	1,946.9
120	Cambourne	3,834.7	67	Meldreth	772.1
15	Carlton	100.6	68	Milton	1,769.4
16	Castle Camps	269.4	69	Guilden Morden	423.8
17	Caxton	236.7	70	Steeple Morden	525.6
18	Childerley	12.0	71	Newton	181.0
19	Great & Little Chishill	324.2	72	Oakington	589.6
21	Comberton	916.5	130	Orchard Park	830.8
22	Conington	58.2	73	Orwell	478.8
23	Coton	366.8	74	Over	1,112.4
24	Cottenham	2,366.5	75	Pampisford	161.1
25	Croxton	74.3	76	Papworth Everard	1,340.9
26	Croydon	107.1	77	Papworth St. Agnes	32.2
27	Dry Drayton	290.6	78	Rampton	198.5
28	Duxford	773.4	79	Sawston	2,503.0
29	Elsworth	311.3	80	Great Shelford	1,989.3
30	Eltisley	181.0	81	Little Shelford	379.8
31	Great Eversden	116.0	82	Shepreth	343.1
32	Little Eversden	253.8	83	Shingay-Cum-Wendy	55.9
33	Fen Ditton	335.6	84	Shudy Camps	144.8
34	Fen Drayton	361.6	140	South Trimpington	269.0
35	Fowlmere	565.0	85	Stapleford	919.9
36	Foxton	542.2	86	Stow-Cum-Quy	213.1
37	Fulbourn	1,932.8	87	Swavesey	960.0
38	Gamlingay	1,465.4	88	Tadlow	79.9
39	Girton	1,829.5	89	Teversham	990.4
40	Little Gransden	141.2	90	Thriplow	490.5
41	Grantchester	254.1	91	Toft	248.9
42	Graveley	94.7	92	Waterbeach	1,939.1
43	Hardwick	973.4	93	Weston Colville	195.9
44	Harlton	145.2	95	West Wickham	187.1
45	Harston	813.8	96	West Wrating	228.6
46	Haslingfield	693.7	97	Whaddon	220.4
47	Hatley	93.2	98	Whittlesford	790.6
48	Hauxton	529.5	99	Great Wilbraham	287.8
49	Heydon	125.8	100	Little Wilbraham	189.1
50	Hildersham	104.3	101	Willingham	1,547.4
51	Hinxton	161.6	102	Wimpole	139.8
52	Histon	1,776.3			
			District Total		62,576.3

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