



# SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

COUNCIL MEETING  
THURSDAY, 29 NOVEMBER 2018

AGENDA AND REPORTS

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne, Cambridge  
CB23 6EA

## **EXCLUSION OF PRESS AND PUBLIC**

The law allows Councils to consider a limited range of issues in private session without members of the press and public being present. Typically, such issues relate to personal details, financial and business affairs, legal privilege and so on. In every case, the public interest in excluding the press and public from the meeting room must outweigh the public interest in having the information disclosed to them. The following statement will be proposed, seconded and voted upon.

"I propose that the Press and public be excluded from the meeting during the consideration of the following item number(s) ..... in accordance with Section 100(A) (4) of the Local Government Act 1972 on the grounds that, if present, there would be disclosure to them of exempt information as defined in paragraph(s) ..... of Part 1 of Schedule 12A of the Act (as amended)."

If exempt (confidential) information has been provided as part of the agenda, the press and public will not be able to view it. There will be an explanation on the website however as to why the information is exempt.

## **SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

TO: The Chairman and Members of the  
South Cambridgeshire District Council

**NOTICE IS HEREBY GIVEN** that the next meeting of the **COUNCIL** will be held in the **COUNCIL CHAMBER - SOUTH CAMBRIDGESHIRE HALL** at **2.00 P.M.** on

**THURSDAY, 29 NOVEMBER 2018**

and I am, therefore to summon you to attend accordingly for the transaction of the business specified below.

**DATED** this 21<sup>st</sup> day of November 2018

**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.**

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### **AGENDA**

**1. APOLOGIES**

To receive apologies for absence from Members.

**2. DECLARATIONS OF INTEREST**

**3. REGISTER OF INTERESTS**

Members are requested to inform Democratic Services of any changes in their Register of Members' Financial and Other Interests form.

**4. MINUTES**

To authorise the Chairman to sign the Minutes of the meeting held on 27 September 2018 as a correct record.

A confidential minute 19 (a) containing exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972 (as amended) has been circulated to Members of the Council only. The press and public are likely to be excluded from the meeting during any discussion on the accuracy of the confidential minute.

**(Pages 1 - 32)**

**5. ANNOUNCEMENTS**

To receive any announcements from the Chairman, Leader, the Executive or the Head of Paid Service.

**6. QUESTIONS FROM THE PUBLIC**

To note that no questions have been received from the public.

**7. PETITIONS**

To note that no petitions have been received since the last Council meeting.

**8. TO CONSIDER THE FOLLOWING RECOMMENDATIONS:**

**8 (a) Review of the Statement of Gambling Act 2005 Policy (Licensing Committee - 17 October 2018)**

The Licensing Committee

**RECOMMENDED TO COUNCIL**

The adoption of the Gambling Act 2005 Policy Statement as amended.  
**(Pages 33 - 50)**

**8 (b) Review of the Statement of Licensing (2003 Act) Policy (Licensing Committee - 17 October 2018)**

The Licensing Committee

**RECOMMENDED TO COUNCIL**

The adoption of the Licensing (2003 Act) Policy Statement as amended.  
**(Pages 51 - 92)**

**8 (c) Housing Revenue Account (HRA) Medium Term Financial Strategies (MTFS) 2018/19 (Cabinet - 7 November 2018)**

Cabinet

**RECOMMENDED TO COUNCIL**

Approval of the HRA Medium Term Financial Strategy as set out in **Appendix 1** to this report, to include:

- noting changes in financial assumptions as detailed in **Appendix B** to the HRA MTFS.
- mid-year revenue budget changes, as detailed in **Appendix D(1)** to the HRA MTFS, which impact future forecasts for the HRA.
- mid-year capital budgets changes, as detailed in **Appendix E** to the HRA MTFS, to include recognition of the virement of resource of £1,560,000 from

the unallocated acquisition / new build budget for the acquisition of market dwellings, to ensure that right to buy receipts are appropriately reinvested in 2018/19.

- updates in the new build budget and the new build schemes included in the Housing Capital Investment Plan, incorporation of the latest budgetary figures in respect of approved new build schemes, inclusion of new pipeline schemes with associated budgetary provision and re-phasing of expenditure in line with anticipated build timetables.
- changes in anticipated receipt and use of capital resources for the HRA, as included in **Appendix H** to the HRA MTFS.
- noting the HRA budget strategy for 2019/20, to include the exemplification of efficiency savings of £142,000, to facilitate the creation of a corresponding strategic investment fund also of £142,000 for 2019/20, with both reducing to £95,000 per annum from 2020/21 onwards for a further 4 years.
- noting the early proposals for bids and savings in the HRA, as detailed in **Appendix D (2)** to the HRA MTFS in advance of formal consideration as part of the HRA Budget Setting Report in February 2019.

Appendix L to the HRA MTFS contains exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended). The press and public are likely to be excluded from the meeting during any discussion on this confidential appendix..

**(Pages 93 - 162)**

**8 (d) Ermine Street Housing - Re-phasing of Lending (Cabinet - 7 November 2018)**

Cabinet

**RECOMMENDED TO COUNCIL**

The approval of bringing forward lending of £13 million to Ermine Street Housing into 2018/19 by re-phasing the Capital Programme and bringing forward budget from future years to enable the Company to continue the business expansion as agreed by Cabinet and Council in November 2015.

Appendix A to the report of the Head of Finance contains exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended). The press and public are likely to be excluded from the meeting during any discussion on this confidential appendix.

**(Pages 163 - 192)**

**8 (e) Appointment of Chief Finance Officer (Section 151) (Employment & Staffing Committee - 7 November 2018)**

The Employment and Staffing Committee

**RECOMMENDED TO COUNCIL**

The appointment of Mr Robert Palmer as Interim S151 Officer with effect from 1 January 2019.

**(Pages 193 - 196)**

**9. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY**

Attached are the reports summarising the work of the Cambridgeshire and

Peterborough Combined Authority in September 2018.

**(Pages 197 - 222)**

**10. APPOINTMENT TO THE INDEPENDENT REMUNERATION PANEL**

To consider any recommendations from the Executive Director and Chairman of the Independent Remuneration Panel with regard to the appointment of a new member of the Independent Remuneration Panel.

**(Pages 223 - 224)**

**11. URGENT EXECUTIVE DECISION**

To provide an information report on an urgent decision which was exempted from call-in under Scrutiny and Overview Procedure Rules 12.18 – 12.20.

**(Pages 225 - 228)**

**12. MEMBERSHIP OF COMMITTEES AND OUTSIDE BODIES**

To note and endorse any changes in the membership of Committees which have been made in accordance with the wishes of the Leader of the political group to which the seat has been allocated.

To note that Councillor Philippa Hart has stood down as the Council's representative on the Francis John Clear Almshouses, Melbourn and to consider whether to appoint a replacement representative.

To consider any other changes required in membership of outside bodies.

**13. QUESTIONS FROM COUNCILLORS**

*A period of 30 minutes will be allowed for this item to include those questions where notice has been provided (as set out on the agenda below) and questions which may be asked without notice.*

*Members wishing to ask a question without notice should indicate this intention to the Democratic Services Team Leader prior to commencement of the item. Members' names will be drawn at random by the Chairman until there are no further questions or until the expiration of the time period.*

**13 (a) From Councillor Pippa Heylings**

It has been reported in the press that Swindon Borough Council has stopped collecting plastics for recycling to ensure that there is no risk of it ending up in overseas landfill or worse. Will the Lead Member for Environmental Services advise what mechanisms are in place to track the ultimate disposal routes for our plastic waste?

**Grouped items - 13(b) and 13 (c)**

The Chairman has decided to exercise his discretion under Council Standing Order 11.4 to group items 13(b) and 13(c) together on the agenda.

**13 (b) From Councillor Nick Wright**

*Is the Cabinet member, the lead for planning, happy with the performance of the planning service?*

**13 (c) From Councillor Steve Hunt**

*Residents are experiencing service issues and delays in their interactions with Planning. This has caused a significant amount of work for Members and officers dealing with the resulting queries and complaints. Would the Lead Member for Planning comment on the current situation, and advise Members of the initiatives that are being undertaken to improve the level of service?*

**13 (d) From Councillor Graham Cone**

*Given that the administration has pledged to continue running Ermine Street Housing (despite previous criticism), can I please ask what changes have been made to the business model?*

**13 (e) From Councillor Ruth Betson**

*I was recently advised that there have been a number of submissions for the Discharge of Conditions regarding West Cambourne for which the District Council decided not to consult Cambourne Parish Council on. Local Parish Councils, especially those with a dedicated Planning Committee, have a major stake in large developments within or near to their boundaries – will this administration confirm that consultation, with sufficient lead time, will be made in future with Cambourne Parish Council and any other local Parish Councils dealing with major developments?*

**13 (f) From Councillor Peter Topping**

*To ask the Council's representative on the Board of the Greater Cambridge Partnership if he has any views on the proposed off-road route for the A428 busway?*

**13 (g) From Councillor Sue Ellington**

*In April 2018 the draft Health and Wellbeing Strategy was ready to be brought to be considered by Cabinet and Council. Can the Lead member for Housing and Health explain why this has not been brought forward or does this administration not feel it important to embody health and wellbeing in every element of Council policy and activity?*

**13 (h) From Councillor Mark Howell**

*Housing Capital Receipts are used to supply much needed housing for the residents of South Cambridgeshire. Can the Leader please guarantee that Housing Capital Receipts from South Cambridgeshire District Council will not be given to Central Government?*

**13 (i) From Councillor Grenville Chamberlain**

*Will the Leader confirm that she will continue to support the Local Liaison Forum's opposition to the proposed transport corridor from the Madingley roundabout to Grange Road?*

**14. NOTICES OF MOTION**

*A period of 30 minutes will be allowed for each Motion to be moved, seconded and debated, including dealing with any amendments. At the expiry of the 30 minute period, debate shall cease immediately, the mover of the original Motion will have the right of reply before the Motion or amendment is put to the vote.*

**14 (a) Standing in the name of Councillor Pippa Heylings**

Last month, world-leading scientists gave their starkest warning yet about the impacts of climate change if we do not make urgent and unprecedented changes to reduce GHG emissions. We are already feeling the effects in the UK of increased intensity and frequency of storms, flooding and heatwaves. We are also experiencing growing problems with water scarcity and air pollution. **This motion proposes that South Cambs shows responsible climate leadership by supporting the transition to "Zero Carbon by 2050" in the next Local Plan.** This would enable planners, developers, businesses and residents to maximize the opportunities of green technology whilst decoupling emissions from our rapid growth agenda. As a local authority, we have the power to influence this transformation. Planning has an important role to play in supporting the transition to zero carbon, not just in terms of building-related energy but also transport-related emissions and the infrastructure required to support growth. This also includes some of the "softer issues" such as the role of green infrastructure and urban design approaches that can enable people to live lower carbon lifestyles. A zero carbon approach is also the most effective way to drive down fuel poverty and ensure warm homes for the most vulnerable in our society, whilst providing clean air for all.

**14 (b) Standing in the name of Councillor Peter Topping**

This Council has always supported the hard-working parish councils that do so much for the villages of South Cambridgeshire. The decision made by the Liberal Democrat Administration to bar parish councils from accessing the Community Chest funding is already causing surprise and dismay among small villages. This Council calls on the administration to re-consider its decision.

**14 (c) Standing in the name of Councillor Grenville Chamberlain**

This Council has a well-earned reputation for being effective and efficient, as a peer review carried out two years ago confirmed. Its officers are hard-working and enterprising. The Liberal Democrat Leader and Cabinet have decided to spend £50,000 on management consultants to decide "how the Council could best focus on delivering its priorities". This Council is disappointed that the resources of the council's senior management are not being used to this purpose, and regards the decision as indicative of a lack of leadership and purpose, and calls for the money to



be re-allocated to delivery of front-line services.

**14 (d) Standing in the name of Councillor Heather Williams**

That this Council looks to adopt a premature and neo-natal baby leave policy that extends maternity leave and provides additional paternity leave for SCDC employees, in the event of having a premature or neo-natal baby.

**14 (e) Standing in the name of Councillor Philip Allen**

While this Council recognises the urgent need for high-quality public transport connections between Cambourne, Bourn Airfield and Cambridge, which will be delivered through the Greater Cambridge Partnership (GCP), it believes that it is essential that decisions are made on the basis of publicly scrutinised evidence and advice to ensure that the best choices are made.

This Council therefore welcomes the undertaking from the GCP to publish the evidence relating to the northern off-road route as a first step towards a robust comparison, building on the work in the Combined Authority's recently published Arup report, between that northern route and the southern route via Coton, both of which meet the new requirement of the Combined Authority that any route be CAM-compliant.

This Council also acknowledges the commitment to ongoing work with the local communities along the proposed routes and calls for close engagement with representatives of the A428 Local Liaison Forum (LLF) throughout the process of the development of the outline business case for the Cambourne to Cambridge project.

This Council welcomes the offer from GCP officers to look at plans to introduce interim on-road measures along Madingley Road on Madingley Hill, which the ward councillors for Coton, along with the LLF, have been calling for.

**14 (f) Standing in the name of Councillor Eileen Wilson**

The Greater Cambridge Partnership is consulting on a proposed Rural Travel Hub at Oakington, which is served by the Guided Busway. The aim is to link up public transport, cycling and walking routes. This proposal could provide an attractive alternative to car journeys, promote health and wellbeing as well as helping to reduce congestion in and around Cambridge. For a village like Cottenham, with planning permission for over 500 new homes and the potential for ever increasing car usage, the Rural Travel Hub could encourage people to choose public transport over cars.

There is, however, no provision for any form of public transport linking Cottenham to Oakington. Without such a transport link, it would be very difficult for residents who can't or don't cycle to access the Guided Busway, but even for those who do cycle, it would be a dangerous journey without a safer cycle route.

Further, any proposed Rural Travel Hubs require decent, onward travel options that are good value, timely and dependable. Instead, many residents along the Busway route find the service patchy, expensive and, at peak times, frustratingly impossible to board when buses arrive full. These proposals, however, do not make provision

for additional services on the Guided Busway at peak times.

This Council, therefore, calls on the Combined Authority to bring forward the outcome of the strategic review of commercial, subsidised and community transport. It is only with these provisions that the residents of villages like Cottenham could, at last, look forward to having the integrated, streamlined public transport provision that will make car use the less favourable option.

## 15. CHAIRMAN'S ENGAGEMENTS

To note the Chairman's engagements since the last Council meeting:

<b>Date</b>	<b>Venue / Event</b>	<b>Attending</b>
<b><u>October</u></b>		
Sunday 07	Her Majesty's Judiciary, Trinity College to St Mary's Church, Cambridge	<b>Chairman</b>
Sunday 14	Godmanchester Civic Service, St Mary's Church. Godmanchester	<b>Vice Chairman</b>
Tuesday 16	Opening of Arlington Manor Care Home, Girton	<b>Chairman</b>
Sunday 21	East Cambridgeshire District Council Civic Service, St George's Parish Church, Littleport	<b>Vice-Chairman</b>
Tuesday 23	Wear it Pink Raffle	<b>Chairman</b>
Sunday 28	City of Ely Councils Civic Service. St Mary's Church, Ely	<b>Vice-Chairman</b>
<b><u>November</u></b>		
Wednesday 07	Remembrance Flag Raising, Pathfinder House, Huntingdon	<b>Vice-Chairman</b>
Thursday 08	Remembrance Flag Raising, South Cambridgeshire Hall	<b>Chairman and Vice-Chairman</b>
Friday 09	Girton Glebe School Act of Remembrance	<b>Chairman</b>
Friday 09	Naming of the Men Ceremony, Peterborough.	<b>Vice-Chairman</b>
Sunday 11	Remembrance Day, Milton	<b>Vice-Chairman</b>
Sunday 11	Battle's Over, St Andrew's Church, Girton	<b>Chairman and Vice-Chairman</b>
Monday 12	Wreath Laying Ceremony, American Cemetery, Coton	<b>Chairman</b>

Friday 16	Cambridge Mayor's Reception.	<b>Chairman</b>
Sunday 18	Service of Remembrance for Road Trust Victims. University Church of Great St. Mary's Cambridge.	<b>Chairman</b>
Wednesday 21	Turf Cutting Event at the site of the new Northstowe Education Campus	<b>Chairman</b>

**16. EXCLUSION OF PRESS AND PUBLIC**

The press and public are likely to be excluded from the meeting during consideration of the following item in accordance with the provisions of Section 100(A)(4) of the Local Government Act 1972 (exempt information as defined in paragraph 3 of Schedule 12A (as amended) of the Act).

Paragraph 3 refers to information relating to the financial or business affairs of any particular person (including the authority holding that information).

**17. CAMBRIDGE ICE ARENA FUNDING AGREEMENT**

Scrutiny and Overview Committee is due to consider this report at its meeting on 22 November 2018. Council will be updated on any comments raised by the Committee.

**(Pages 229 - 314)**

## **GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL**

### **Notes to help those people visiting the South Cambridgeshire District Council offices**

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#### **Security**

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Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail [democratic.services@scambs.gov.uk](mailto:democratic.services@scambs.gov.uk)

#### **Emergency and Evacuation**

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- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the fire brigade.
- **Do not** re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

#### **First Aid**

If you feel unwell or need first aid, please alert a member of staff.

#### **Access for People with Disabilities**

We are committed to improving, for all members of the community, access to our 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. All meeting rooms are accessible to wheelchair users. There are disabled toilet facilities on each floor of the building. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

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#### **Banners, Placards and similar items**

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. Failure to do so, will result in the Chairman suspending the meeting until such items are removed.

#### **Disturbance by Public**

If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared. The meeting will be suspended until order has been restored.

#### **Smoking**

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one is allowed to smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

#### **Food and Drink**

Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. You are not allowed to bring food or drink into the meeting room.