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4 September 2020

To: Chair – Councillor John Batchelor
Vice-Chair – Councillor Pippa Heylings
All Members of the Planning Committee - Councillors Anna Bradnam,
Dr. Martin Cahn, Geoff Harvey (substitute for Peter Fane),
Dr. Tumi Hawkins, Judith Rippeth, Deborah Roberts, Heather Williams,
Richard Williams and Nick Wright

Quorum: 3

Substitutes Councillors Grenville Chamberlain, Mark Howell,
if needed: Dr. Shrobona Bhattacharya, Graham Cone, Sue Ellington,
Henry Batchelor, Dr. Claire Daunton, Eileen Wilson, Brian Milnes and
Dr. Douglas de Lacey

Dear Councillor

The attached relates to the agenda for the next meeting of **Planning Committee**, which will be held as a **Virtual meeting - Online on Wednesday, 9 September 2020 at 10.00 a.m.. A weblink to enable members of the press and public to listen to the proceedings will be published on the relevant page of the Council's website , normally, at least 24 hours before the meeting.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution ***in advance of*** the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully
Liz Watts
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 Supplement

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Provision of carbon reduction emission measures including a borehole array across the existing car park, ground source heat pump system within the existing building and provision of photovoltaic solar car ports.

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."

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.

Notes

- (1) Some development control matters in this Agenda where the periods of consultation and representation may not have quite expired are reported to Committee to save time in the decision making process. Decisions on these applications will only be made at the end of the consultation periods after taking into account all material representations made within the full consultation period. The final decisions may be delegated to the Corporate Manager (Planning and Sustainable Communities).
- (2) The Council considers every planning application on its merits and in the context of national, regional and local planning policy. As part of the Council's customer service standards, Councillors and officers aim to put customers first, deliver outstanding service and provide easy access to services and information. At all times, we will treat customers with respect and will be polite, patient and honest. The Council is also committed to treat everyone fairly and justly, and to promote equality. This applies to all residents and customers, planning applicants and those people against whom the Council is taking, or proposing to take, planning enforcement action. More details can be found on the Council's website under 'Council and Democracy'.

Agenda Item 10



9 September 2020

Report to: South Cambridgeshire District
Council Planning Committee

Lead Officer: Joint Director of Planning and Economic Development

UPDATE REPORT

20/02195/FUL – South Cambridgeshire Hall, Cambourne Business Park, Cambourne

Proposal: Provision of carbon reduction emission measures including a borehole array across the existing car park, ground source heat pump system within the existing building and provision of photovoltaic solar car ports.

Applicant: South Cambridgeshire District Council

Key material considerations: Principle of development
 Visual amenity
 Climate change mitigation
 Parking Provision
 Impact on Biodiversity

Date of Member site visit: None

Is it a Departure Application?: No

Decision due by: 11 May 2020

Application brought to Committee because: The applicant is South Cambridgeshire District Council

Presenting officer: Luke Simpson, Consultant Planning Officer

UPDATE

1. The Committee is advised of the following updates:

1: Representations from Cambourne Town Council

2. Cambourne Town Council's representations were not included in the committee report because of an administrative error. The Town Council **supports** the proposed development subject to various clarifications. The response states in full:

'20/02195/FUL

This is an application for Carbon reduction schemes at the Council Offices. Concern was raised that there were no elevations of the canopy showing its height and visual impact.

The recommendation is to support the application subject to confirming the following:

- *That the proposed works will not have an adverse impact on the formation of the Link Road from the Business Park to West Cambourne.*
- *The assumptions that 90 spaces would remain available during the work is questioned as the sighting of the bore holes, location of flow and return pipes, master manifold route, electrical ducting, construction zone for the canopy and the space for carrying out the works would effectively close the main carpark and for a period of time any parking bays below the location of the main manifold and electrical ducting.*
- *All parking calculations are based on staff and no allowance has been made for parking of councillors and public attending meetings. The existing parking provision fails to cope at the moment with out further reduction during the construction phase,*
- *Location of site compound and contractor parking and construction traffic movements.*
- *Confirming the travel routes to and from the Temporary Parking spaces as concern was raised about the number of vehicles heading north as there was an issue with access onto Sheepfold Lane when the current overspill parking was provided.*
- *Safety measures for pedestrians over the access to the service road leading to the temporary carpark.*
- *That the current accessible parking will not be lost during the works or suitable alternative provision will be made.'*

3. The queries raised are addressed in turn below.

'Concern was raised that there were no elevations of the canopy showing its height and visual impact.'

4. The plan elevations are shown on plan reference E-003.

'That the proposed works will not have an adverse impact on the formation of the Link Road from the Business Park to West Cambourne.'

5. The proposals do not involve any increase in staff numbers and there are no proposals to increase the amount of employment floorspace. Therefore, vehicular movements will remain as they are at present. The Local Highway

Authority has commented that they do not consider that the proposed development would lead to any adverse impact upon the Public Highway.

'The assumptions that 90 spaces would remain available during the work is questioned as the sighting of the bore holes, location of flow and return pipes, master manifold route, electrical ducting, construction zone for the canopy and the space for carrying out the works would effectively close the main carpark and for a period of time any parking bays below the location of the main manifold and electrical ducting.'

6. Parking provision is discussed at paragraphs 52-55 of the committee report. Planning Officers are satisfied that the level of temporary parking provision proposed is sufficient to accommodate the demand for parking spaces and that the proposed development has fully justified the level of parking proposed in accordance with Local Plan Policy TI/3 (Parking Provision). Parking directly adjacent to the north west of the Office building would be unaffected, this includes the accessible parking spaces and visitor parking.

'All parking calculations are based on staff and no allowance has been made for parking of councillors and public attending meetings. The existing parking provision fails to cope at the moment with out further reduction during the construction phase'

7. The proposed development would only result in the loss of one parking space. There are no proposals to increase the level of employment floorspace on site and therefore this proposal will not result in any increased demand for parking.

'Location of site compound and contractor parking and construction traffic movements.'

8. This would be located within the construction area of the site which will be closed to employees and members of the public during construction. An additional condition should be included to ensure that work is undertaken in accordance with the submitted Construction Phase Plan (Reference BYES-QSE-F-28). This condition is included at the end of this update report.

'Confirming the travel routes to and from the Temporary Parking spaces as concern was raised about the number of vehicles heading north as there was an issue with access onto Sheepfold Lane when the current overspill parking was provided.'

9. The Local Highway Authority has concluded that there would be no adverse impact on the public highway. The route through to Sheepfold Lane is a one way system and this access would not be altered as part of this planning application.

'Safety measures for pedestrians over the access to the service road leading to the temporary carpark'

10. It is not considered that any additional controls are required in relation to the route between the temporary car park and the office building. From the entrance to the temporary car park, traffic is only going in one direction and pedestrians will not have to walk the full length of the access road, the rear access to the building is located in close proximity to the temporary car park.

'That the current accessible parking will not be lost during the works or suitable alternative provision will be made'

11. As shown on the proposed site plan, none of the accessible parking spaces would be affected by the proposed development.

2. The Tree Officer's latest comments dated 20th July 2020 were not reflected in the committee report. The Officer is supportive of the proposed development.

12. The applicant amended the location of the borehole array to avoid the root protection areas as required by the Tree Officer. The Tree Officer responded on 20th July 2020 as follows:

'The amended location of the arrays are much improved and I have no further objections.'

The 'Proposed Site Plan Site Constraint Drawing' (ref P04 rev A) shows the tree protection location and method. This is sufficient. Please approve this plan'

13. For this reason, the previously proposed condition (G) in relation to tree protection is no longer required.

3. Planning Conditions

14. As set out above, the planning conditions should be revised. A condition should be included to ensure that the proposed development is carried out in accordance with the Construction Phase Plan (Reference BYES-QSE-F-28). The previously proposed tree protection condition is no longer required as a result of the Tree Officer's response dated 20th July 2020. The Officer recommendation remains unchanged. The revised conditions are set out below.

Recommendation

15. Officers recommend that the Planning Committee APPROVES the application subject to the following recommended conditions:

Conditions

a) The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission.

(Reason - To ensure that consideration of any future application for

development in the area will not be prejudiced by permissions for development, which have not been acted upon).

- b) The development hereby permitted shall be carried out in accordance with the approved plans as listed on this decision notice.

(Reason: In the interests of good planning, for the avoidance of doubt and to facilitate any future application to the Local Planning Authority under Section 73 of the Town and Country Planning Act 1990.)

- c) No development shall take place (including demolition, ground works, vegetation clearance) until a Construction Ecological Management Plan (CEcMP) has been submitted to and approved in writing by the local planning authority. The CEcMP shall include the following:

- i) Risk assessment of potentially damaging construction activities.
- ii) Identification of "biodiversity protection zones".
- iii) Practical measures (both physical measures and sensitive working practices) to avoid or reduce impacts during construction (may be provided as a set of method statements).
- iv) The location and timings of sensitive works to avoid harm to biodiversity features.
- v) The times during which construction when specialist ecologists need to be present on site to oversee works.
- vi) Responsible persons and lines of communication.
- vii) The role and responsibilities on site of an ecological clerk of works (ECoW) or similarly competent person.
- viii) Use of protective fences, exclusion barriers and warning signs if applicable.

The approved CEcMP shall be implemented throughout the construction period strictly in accordance with the approved details, unless otherwise agreed in writing by the Local Planning Authority.

(Reason - To protect existing habitats and protected species on site and to enhance biodiversity in accordance with the NPPF, the NERC Act 2006 and Policy NH/4 of the South Cambridgeshire Local Plan 2018.)

- d) No development above slab level shall take place until a scheme of biodiversity enhancement has been submitted to and approved in writing by the Local Planning Authority. The scheme shall include details of the restoration of the area used as a temporary car park and the features to be enhanced, recreated and managed for species of local importance both in the course of development and in the future. The scheme shall be carried out prior to the occupation of any part of the development or in accordance with a programme agreed in writing with the Local Planning Authority. (Reason - To enhance ecological interests in accordance with Policies S/3, HQ/1 and NH/4 of the South Cambridgeshire Local Plan 2018)
- e) The temporary car park, hereby permitted, shall be discontinued and the land restored to its former condition or to a condition to be agreed in writing by the

Local Planning Authority within 28 days of the completion of the works, hereby permitted, within the existing car park. (Reason - Approval of the proposal on a permanent basis would be contrary to Policies S/3 and CC/1 of the South Cambridgeshire Local Plan 2018 and the land should be reinstated to facilitate future beneficial use.)

- f) No external lighting shall be installed other than in accordance with details that shall previously have been submitted to and approved in writing by the Local Planning Authority.

(Reason - To avoid harm to ecological interests and minimise the effects of light pollution on the area in accordance with Policies S/3, HQ/1 and NH/4 of the South Cambridgeshire Local Plan 2018)

- g) The proposed development shall be carried out in accordance with the measures detailed within the Construction Phase Plan (Reference BYES-QSE-F-28) for the duration of the construction process unless otherwise agreed in writing with the local planning authority.

(Reason – To ensure that the amenity of the occupiers of the office building and surrounding buildings is not adversely affected, in accordance with adopted South Cambridgeshire District Council Policy HQ/1).

Background Papers

The following list contains links to the documents on the Council's website and / or an indication as to where hard copies can be inspected.

- South Cambridgeshire Local Plan 2018
- South Cambridgeshire Local Plan Supplementary Planning Documents (SPD's)
- Being Green to Our Core' 2020-25 Business Plan.
- Application Reference 20/02195/FUL

Report Author:

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