

**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL
RECORD OF EXECUTIVE / CHIEF OFFICER DECISION**

This form should be used to record key and other decisions made by individual Portfolio Holders and key decisions made by Chief Officers. The contact officer will ensure that the signed and completed form is given to Democratic Services as soon as reasonably practicable after the decision has been taken.

Unless permission has been obtained from the Chairman of Council and the Chairman of the Scrutiny and Overview Committee that this decision be treated as a matter of urgency under Rule 12.19 of the Scrutiny and Overview Committee Procedure Rules, this decision will come into force, and may then be implemented, on the expiry of five working days after the publication of the decision, unless called in under Rule 7 of the Budget and Policy Framework Procedure Rules or Rule 12 of the Scrutiny and Overview Committee Procedure Rules.

Portfolio	Leader of Council
Subject Matter	Joint Local Planning Advisory Group Terms of Reference
Ward(s) Affected	All Wards
Date Taken	Monday, 19 August 2019
Contact Officer	Stephen Kelly, Joint Director of Planning and Economic Development 01954 713350 (Stephen.Kelly@scams.gov.uk)
Date Published	Monday, 19 August 2019
Call-In Expiry	Tuesday, 27 August 2019
Key Decision?	No Is likely to be significant in terms of its effects on communities living or working in an area of the District comprising two or more wards.
In Forward Plan?	No
Urgent?	No

<p>Purpose / Background</p> <p>Purpose The purpose of this decision is to confirm the wording of amendments to the terms of reference for the Joint Local Planning Advisory Group (LPAG), which were discussed by Cabinet on 1st July 2019.</p> <p>Background The LPAG is intended to facilitate a shared policy position that will allow the timely development of the new Greater Cambridge Local Plan, coordinated/integrated with transport policy; and other key planning policy documents within the Greater Cambridge area. Further background is set out in the Cabinet papers of 1st July identified in the Further Information section below.</p> <p><u>Discussion at South Cambridgeshire Cabinet, 1st July 2019</u> A number of points were discussed at Cabinet on 1st July on this item, including:</p> <ul style="list-style-type: none"> • The need to explicitly state that the group will report into the two Councils' respective decision-making processes • The need to be clear that the group's focus is on the Local Plan, not on transport strategy, and that therefore its name should be reviewed to avoid confusion. <p>Discussion concluded with general support for the points raised above, however it is now necessary to amend the terms of reference in order to reflect the adjustments to the terms of reference based on discussion in the meeting, and further refinements arising following subsequent discussion of the same item by Cambridge City Council members.</p> <p><u>Discussion at Cambridge Planning & Transport Scrutiny Committee, 16th July</u> The same terms of reference was taken to Cambridge Planning & Transport Scrutiny Committee on 16th July. Ahead of that meeting, a number of questions regarding the terms of reference were</p>

asked of the Cambridge City Council Executive Councillor for Planning Policy & Open Spaces:

- Concern that the role of the Advisory Group was unclear in terms of whether or not it would have a decision-making function, or whether any changes were proposed to existing governance processes.
- Concern that the Winding Up of the Group section was unclear.

To address both the points raised at Cabinet and the questions asked of the Cambridge City Council Executive Councillor for Planning Policy & Open Spaces, a supplementary note and revised draft terms of reference were tabled at the Cambridge Planning & Transport Scrutiny Committee on 16th July. These documents can be viewed via the link in the Further Information section below. This revised draft sought to address both the questions asked of the Executive Councillor for Planning Policy & Open Spaces, and the points discussed at South Cambridgeshire Cabinet on 1st July. The amendments included in the revised draft were agreed by the Executive Councillor following the recommendation of the Planning & Transport Scrutiny Committee.

Further minor amendment

Further to these amendments, the South Cambridgeshire District Council Lead Cabinet Member for Planning recommended a minor wording change as set out below. Following advice from officers, a slight variation of this proposed amendment was agreed by the South Cambridgeshire District Council Lead Cabinet Member for Planning and the Cambridge City Council Executive Councillor for Planning Policy & Open Spaces. This minor amendment was then communicated to the Planning & Transport Scrutiny Committee:

Purpose: last paragraph/sentence: There will be liaison with bordering authorities when appropriate. The word bordering to be changed to "neighbouring authorities and other relevant bodies".

Summary

To summarise, the appended further revised LPAG terms of reference recommended to be agreed by the Leader incorporate:

- the draft terms of reference discussed at Cabinet on 1st July 2019, plus
- Amendments seeking to address discussion at Cabinet on 1st July and also addressing concerns raised in advance of Cambridge Planning & Transport Scrutiny Committee on 16th July. These were tabled at the meeting of Cambridge Planning & Transport Scrutiny Committee on 16th July.
- A further minor wording change agreed by the South Cambridgeshire District Council Lead Cabinet Member for Planning and the Cambridge City Council Executive Councillor for Planning Policy & Open Spaces.

Declaration(s) of Interest

Record below any relevant interest declared by any executive Member consulted or by an officer present in relation to the decision.

None.

Dispensation(s)

In respect of any conflict(s) of interest declared above, record below any dispensation(s) granted by the Council's Standards Committee.

None.

Consultation

Record below all parties consulted in relation to the decision.

South Cambridgeshire District Council Lead Cabinet Member for Planning.
Cambridge City Council Executive Councillor for Planning Policy & Open Spaces.

Other Options Considered and Reasons for Rejection
<p><u>Option 1:</u> Retain the terms of reference as agreed at Cabinet, without making any amendments. <u>Reason for rejection:</u> This would not reflect the discussion at Cabinet noted above, or discussion by Cambridge members, the subsequent decision of Cambridge City Council Executive Councillor for Planning Policy & Open Spaces, or the minor wording change agreed by the South Cambridgeshire District Council Lead Cabinet Member for Planning and the Cambridge City Council Executive Councillor for Planning Policy & Open Spaces</p> <p><u>Option 2:</u> Make some but not all amendments to the terms of reference agreed at Cabinet. <u>Reason for rejection:</u> This would not reflect the discussion at Cabinet noted above, or discussion by Cambridge members, the subsequent decision of Cambridge City Council Executive Councillor for Planning Policy & Open Spaces, or the minor wording change agreed by the South Cambridgeshire District Council Lead Cabinet Member for Planning and the Cambridge City Council Executive Councillor for Planning Policy & Open Spaces.</p>

Final decision	Reason(s)
<p>It is recommended that the Leader: approves the amended LPAG terms of reference as set out in appendix 1.</p>	<p>The amendments to the terms of reference in the appended text reflect discussion by Cabinet at its meeting on 1st July and by Cambridge Planning & Transport Scrutiny Committee on 16th July, and are supported by South Cambridgeshire District Council Lead Cabinet Member for Planning and Cambridge City Council Executive Councillor for Planning Policy & Open Spaces.</p>

Signed	Name (CAPITALS)	Signature	Date
Portfolio Holder	Signed copy available upon request from Democratic Services (democratic.services@scamb.gov.uk)		
Chief Officer			

Further Information