

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Cabinet held on
Wednesday, 3 April 2019 at 9.30 a.m.

PRESENT: Councillor Bridget Smith (Leader of Council)
Councillor Dr. Aidan Van de Weyer (Deputy Leader of Council (Statutory))

Councillors:	Neil Gough	Deputy Leader
	Philippa Hart	
	Dr. Tumi Hawkins	Lead Cabinet member for Planning
	Hazel Smith	Lead Cabinet member for Housing
	John Williams	Lead Cabinet member for Finance

Officers in attendance for all or part of the meeting:

Susan Gardner Craig	Interim Director of Corporate Services
Mike Hill	Director of Housing and Environmental Services
Stephen Kelly	Joint Director of Planning and Economic Development
Rory McKenna	Deputy Head of Legal Practice
Bob Palmer	Interim Executive Director
Ian Senior	Democratic Services Officer
Heather Wood	Interim Assistant Director of Housing (Statutory and Strategic Services)

Councillors Anna Bradnam, Dr. Claire Daunton, Dr. Douglas de Lacey, Clare Delderfield, Brian Milnes, Peter Topping and Nick Wright were in attendance, by invitation.

1. APOLOGIES FOR ABSENCE

There were no Apologies for Absence.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF PREVIOUS MEETING

Cabinet authorised the Leader to sign, as a correct record, the Minutes of the meeting held on 6 March 2019, subject to the correction of typographical errors.

4. ANNOUNCEMENTS

The Joint Director of Planning and Economic Development announced that the Greater Cambridge Planning Service had recently won a national award for its contribution towards the development - at Marmalade Lane, Orchard Park - of the first co-housing scheme in Cambridge.

Members of the Cabinet applauded this announcement, and the Leader asked the Joint Director of Planning and Economic Development to convey the Cabinet's congratulations to each of the Planning officers involved with the successful project.

5. PUBLIC QUESTIONS

There were no public questions.

6. ISSUES ARISING FROM THE SCRUTINY AND OVERVIEW COMMITTEE

Councillor Brian Milnes (Vice-Chairman, Scrutiny and Overview Committee) attended the meeting. He delivered to the Cabinet a brief verbal update on the Scrutiny and Overview Committee's further views about the 3C ICT Shared Service, and reported on Members' continuing concerns about such matters as the lack of transparency, the need to review several processes (including Terms of Reference), ineffective governance, and the absence of an exit strategy.

Cabinet received and noted a written report from Councillor Grenville Chamberlain, Chairman of the Scrutiny and Overview Committee. The report summarised

- The work to date of the Scrutiny ICT Working Group
- The Committee's deliberations over the Shared Services 2019-20 Business Plans
- The committee's consideration of the Homelessness Strategy 2018-23
- A request to assist with the resettlement of Syrian refugees
- A request from Cambourne Town Council regarding illegal traveller encampments

7. REQUEST TO ASSIST WITH THE RESETTLEMENT OF SYRIAN REFUGEES

Cabinet considered a report seeking its approval of entering into a joint pledge to resettle three to five families via the Vulnerable Persons Resettlement Scheme (VPRS) and the Resettlement of Vulnerable Children Scheme.

The Scrutiny and Overview Committee had supported the proposal, and Councillor Brian Milnes, Vice-Chairman of that Committee, was pleased to note that concern at the possible impact on the District's housing waiting list had been described as minimal.

The Leader expressed her gratitude to those officers involved in developing this initiative for their commitment.

Cabinet **made a joint pledge** with Cambridge City Council to resettle between three and five Syrian refugee families.

8. HOMELESS STRATEGY

Cabinet considered a report seeking its approval of South Cambridgeshire District Council's Homelessness Strategy 2018-23.

The Scrutiny and Overview Committee had expressed its support for the Strategy. The Leader paid tribute to those officers involved in its development.

The Lead Cabinet Member for Housing welcomed the fact that South Cambridgeshire District Council had been so proactive in terms of preventing homelessness. Those present noted that the Authority had employed extra staff within its Housing Advice and Options team to ensure the service could meet the additional responsibilities included in the new Homelessness Reduction Act 2018

Cabinet **approved** the Homelessness Strategy 2018-23.

9. GREATER CAMBRIDGE HOUSING STRATEGY

Cabinet considered a report seeking its approval of the Greater Cambridge Housing Strategy that would provide the strategic direction for housing activity in the area over the next five years.

The Scrutiny and Overview Committee was supportive.

The Leader thanked officers for redrafting the Strategy following the elections in May 2018.

Cabinet agreed that it would review the Action Plan to the Strategy in a year's time.

Cabinet **approved** the Greater Cambridge Housing Strategy 2019-2023 and associated annexes attached as Appendices A and B to the report from the Head of Housing strategy.

10. HOUSING ADAPTATIONS AND REPAIRS POLICY

Cabinet considered a report seeking its agreement to the Cambridgeshire Housing Adaptations & Repairs Policy, and noted the funding arrangements with Cambridgeshire County Council relating to Disabled Facilities Grants (DFG).

Those present noted that the Policy related to private properties only, Council properties being covered by the Housing Revenue Account.

The Leader paid tribute to those South Cambridgeshire District Council officers involved in developing the Housing Adaptations & Repairs Policy.

Cabinet

1. **approved** the Cambridgeshire Housing Adaptations & Repairs Policy. (Appendix A to the report from the Head of Housing Strategy); and
2. **noted** the budget arrangements with Cambridgeshire County Council in relation to Disabled Facilities Grants.

11. VILLAGE DESIGN GUIDES (STATEMENTS)

Cabinet considered a report seeking its agreement to seven Draft Supplementary Planning Documents (SPD) being published for consultation.

Councillor Dr. Tumi Hawkins, Lead Cabinet Member for Planning, paid tribute to those officers involved in drafting these Village Design Statements. The documents would be invaluable to those communities faced with development deriving from a time when the Council had been unable to demonstrate a five-year housing land supply. Officers would be producing a toolkit for use by other villages should they wish to do so.

The Leader endorsed the view of the Scrutiny and Overview Committee that the Village Design Statements were of a very high quality.

Cabinet

- a) **Approved** the consultation draft Caldecote Village Design Guide Supplementary Planning Document (SPD) for Regulation 13 public consultation in accordance with the Town and Country

Planning (Local Planning) (England) Regulations 2012 for a period of six weeks and in accordance with the consultation arrangements set out in the Consultation Statement accompanying the SPD;

- b) **Approved** the consultation draft Fulbourn Village Design Guide SPD, for Regulation 13 public consultation in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 for a period of six weeks and in accordance with the consultation arrangements set out in the Consultation Statement accompanying the SPD;
- c) **Approved** the consultation draft Gamlingay Village Design Guide SPD, for Regulation 13 public consultation in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 for a period of six weeks and in accordance with the consultation arrangements set out in the Consultation Statement accompanying the SPD;
- d) **Approved** the consultation draft Over Village Design Guide SPD, for Regulation 13 public consultation in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 for a period of six weeks and in accordance with the consultation arrangements set out in the Consultation Statement accompanying the SPD;
- e) **Approved** the consultation draft Papworth Everard Village Design Guide SPD, for Regulation 13 public consultation in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 for a period of six weeks and in accordance with the consultation arrangements set out in the Consultation Statement accompanying the SPD;
- f) **Approved** the consultation draft Sawston Village Design Guide SPD, for Regulation 13 public consultation in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 for a period of six weeks and in accordance with the consultation arrangements set out in the Consultation Statement accompanying the SPD;
- g) **Approved** the consultation draft Swavesey Village Design Guide SPD, for Regulation 13 public consultation in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 for a period of six weeks and in accordance with the consultation arrangements set out in the Consultation Statement accompanying the SPD; and
- h) **Delegated** authority to the Joint Director of Planning and Economic Development in liaison with the Lead Cabinet Member for Planning, to make editorial changes to the draft Village Design Guides SPDs and supporting documents prior to the commencement of the consultation period (to comprise minor amendments and factual updates and clarifications).

12. PARKING ISSUES

Cabinet considered a report setting out options for South Cambridgeshire District Council in addressing parking issues within the district.

The Leader said that this item had been prompted by the Police and Crime Commissioner, and been discussed at the Combined Authority. Councillor Brian Milnes highlighted the challenges in controlling parking in a rural district.

Following discussion among those present, Cabinet

- a) **noted** the problems caused by illegal parking reported by parish councils
- b) **noted** that the extension by Cambridgeshire County Council of its Civil Parking Enforcement (CPE) operation in Cambridge into South Cambridgeshire would be a possible solution to these problems, but that there would be significant costs, both to set up and to operate CPE in South Cambridgeshire
- c) **noted** that the Council would be acting against statutory guidance if it were to offer to fund an operational deficit for CPE using local tax receipts.
- d) **Asked** officers to write to Cambridgeshire County Council noting the problems caused by lack of parking enforcement, both now and anticipated in relation to new developments, and urging the County Council, notwithstanding its financial constraints, to explore possibilities for extending CPE into South Cambridgeshire using 'existing funding' as per the statutory guidance .
- e) **Asked** officers to write to Cambridgeshire Constabulary formally requesting an exploration of options available to the police to improve parking enforcement in South Cambridgeshire, including the option of employing additional staff with external funding (potentially from individual parish councils most affected).

13. ELITE ATHLETES GRANT SCHEME

Cabinet considered a report detailing the findings of the Grants Advisory Committee's review of the Elite Athlete Award Scheme.

Councillor Nick Wright said there were few ways of helping individuals. He emphasised the scheme's value in expanding young people's experience and increasing their opportunities. The Leader said that the aim was to secure the maximum benefit from limited funds.

Councillor Dr. Douglas de Lacey welcomed the opportunity to inspire groups rather than individuals.

Cabinet **approved**

- (a) **Discontinuation** of the Elite Athlete Award Scheme;
- (b) The **addition of signposting** information to the website; and
- (c) use of the funding for 2019-20 onwards to **increase other existing grant**

funds, in line with the new Business Plan priorities, to be advised by Grants Advisory Committee.

14. SHARED SERVICES BUSINESS PLANS

Cabinet considered a report seeking its approval of the 2019-20 Business Plans for the Shared Services of ICT, Legal, Planning, Waste and Internal Audit.

Those present focussed on the ICT Shared Service, suggesting that greater experience was needed within South Cambridgeshire District Council. Members should also be given a greater role. The Leader emphasised that, although shared across either two or three Authorities, each Service belonged to each of those Councils.

After further discussion, Cabinet

- 1) **Commented** on and approved the business plans for the Legal, ICT, Internal Audit, Waste and Planning Shared Services attached at Appendix 1 to the report from the Interim Executive Director; and
- 2) **delegated** authority to the Shared Service Management Board to agree final amendments to the business plans in line with comments received from all three partner Councils.

15. DATE OF NEXT MEETING

Cabinet noted that its next scheduled meeting was on Wednesday 1 May 2019.

16. EXCLUSION OF PRESS AND PUBLIC

The Leader proposed that the Press and public be excluded from the meeting during the consideration of the following item number 14 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 3 of Part 1 of Schedule 12A of the Act. Paragraph 3 relates to information relating to the financial or business affairs of any particular person (including the authority holding that information).

17. SHARED SERVICES BUSINESS PLANS - BUILDING CONTROL

Cabinet **approved** the restricted Business Plan for 3C Building Control.

**The Meeting ended at 10.55
a.m.**
