



# SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

COUNCIL MEETING  
THURSDAY, 26 SEPTEMBER 2019

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, FIRST FLOOR, SOUTH CAMBRIDGESHIRE HALL** at **2.00 P.M.** on

**THURSDAY, 26 SEPTEMBER 2019**

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

**DATED** this 18<sup>th</sup> day of September 2019

**Mike Hill**  
Interim 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 18 July 2019 as a correct record.  

**(Pages 1 - 26)**
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. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY**

Attached is the report summarising the work of the Cambridgeshire and Peterborough Combined Authority in July 2019.

**(Pages 27 - 52)**

**9. REPORT OF THE INDEPENDENT REMUNERATION PANEL (IRP)**

To consider the recommendations of the Independent Remuneration Panel (IRP) in respect of the Scheme of Members' Allowances 2019/20.

**(Pages 53 - 74)**

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

(a) To note the resignation of Councillor Philippa Hart from the Cabinet and that the Leader has not appointed a replacement member. The Leader has assigned responsibility for Customer Services and Business Improvement to Councillor Neil Gough, alongside his existing role as Deputy Leader.

(b) To note and endorse the following changes in Committee memberships and substitute appointments:

**Audit and Corporate Governance Committee**

- The replacement of Councillor Mark Howell by Councillor Peter Topping as a member of the Committee.

**Planning Committee**

The replacement of:

- Councillor Bill Handley by Councillor Anna Bradnam as a member of the Committee; and
- Councillor Anna Bradnam by Councillor Dr. Claire Daunton as a substitute member of the Committee.

**Licensing Committee**

The replacement of:

- Councillor Bill Handley by Councillor Alex Malyon as a member of the Committee; and
- Councillor Alex Malyon by Councillor Bill Handley as a substitute member of the Committee.

(c) To note and endorse any other 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 concerned has been allocated.

(d) To agree any changes required in the membership of outside bodies.

**11. 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.

**11 (a) From Councillor Sue Ellington**

The community of Northstowe continues to grow and develop. But the development of the ecumenical church and venues for 'all faiths' seems to have become rather fragmented.

Services are currently held in the school, which is fine if it is a Sunday gathering but not good enough if it is a funeral or other gathering required midweek. Can the Lead Member for Planning explain how the S106 contributions of land allocations will be developed into buildings that can meet the specific needs of different faiths?

**11 (b) From Councillor Heather Williams**

To ask the Lead Member for Planning what specific arrangements are in place regarding the supervision and collection of planning application validation fees, and is she confident that the correct amount is being recovered?

**11 (c) From Councillor Mark Howell**

Is the Lead Member of Planning satisfied with the letter that has been sent by the Council to long serving members of the planning department putting them on temporary contracts, and the letter that has been sent to all planning officers regarding the new mileage arrangements for the Greater Cambridge Planning Service?

**11 (d) From Councillor Bunty Waters**

Under the new arrangements for the Greater Cambridge Planning Service, can the Lead Member for Planning tell me how many dedicated planning appeals officers the Council will have going forward?

**11 (e) From Councillor Nick Wright**

Given the concerns about alleged breaches of planning conditions at Northstowe by contractors and given the reductions in the numbers of the planning enforcement team employed by the Council, is the Lead Member for Planning confident that planning conditions will continue to be robustly enforced by this Council?

**11 (f) From Councillor Dr. Shrobona Bhattacharya**

To ask the Lead Member for Planning services what contact will councillors and the residents of South Cambridgeshire have with the external supplier of planning services engaged by the Council, and how will we and our residents be able to contact this company?

**11 (g) From Councillor Peter Topping**

To ask the Leader of the Council is she confident that the Greater Cambridge Partnership will deliver on its target of 1,000 additional affordable homes?

**12. NOTICES OF MOTION**

A period of 30 minutes will be allocated 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, or if the original Motion has been amended, the mover of that amendment now forming the substantive motion, will have the right of reply before it is put to the vote.

**12 (a) Standing in the name of Councillor Heather Williams**

South Cambs is a growth area, with 70,000 homes to be delivered in major new communities and existing villages. We know that many of these new homes will attract young families and the number of young people in the District will rise. It is therefore hugely important that the voice of young people is heard in the development of the Council's policies for the future of the District. This Council encourages youth engagement in local politics and supports the greater involvement of young people in decision-making at the Council and requests Cabinet to establish a cross-party Members' Task & Finish Group to consider options for delivering this.

**12 (b) Standing in the name of Councillor Graham Cone**

That this Council requests Cabinet to publish a table on its website each month including the following:

- The number of planning applications received during the previous month.
- The total number of live applications remaining at the end of the previous month
- The average validation time that month
- The average determination time that month
- The average time for a decision notice that month
- The date of submission of the oldest live planning application held by the Council.

These figures should set out a breakdown of minor, major applications, pre-applications, decision notices, discharge of conditions, reserved matters.

**12 (c) Standing in the name of Councillor Nick Wright**

With an external company now being involved in duties normally performed by officers of the Council's planning department, the Council requests Cabinet to ensure true transparency by making it clear to applicants, agents, residents, parish councils and local members when a Terraquest employee/contractor is involved in an application and the extent of their involvement in the application.

**12 (d) Standing in the name of Councillor Peter Topping**

This Council notes with some concern the five year land supply and housing trajectory calculations as they apply to South Cambridgeshire District Council that have been approved by one member of the administration, outside of any council meeting, or meeting to which councillors could have been invited to be briefed.

In particular, the Council notes that the five year land supply is now calculated to be 5.3, down from six, according to the Council's own report published on 6 November.

The Council considers the proposed consultation on this issue – which is to send comments by email to the Director of Planning for the Council - to be insufficient in terms of challenge and discussion by elected members, given how important this issue is to all of our villages and towns and their residents, who are rightly concerned with the impact of speculative development.

Therefore, this Council calls on the Lead Members for Housing and Planning to offer to, and attend with, members of this Council, a meeting and full briefing on the issue, to be arranged during the month of October. The purpose of the meeting would be to provide transparency on how the calculations have been arrived at, and to enable discussion, testing and challenge of matters such as the confidence rating attached to specific parts of the overall assessment.

**12 (e) Standing in the name of Councillor Geoff Harvey**

Onshore wind is the cheapest new source of energy in the UK today - and the UK is the windiest country in Europe. New government policy is now needed to realise these benefits. Onshore wind can play a key role in an ambitious industrial strategy delivering clean, cheap and smart energy. Furthermore, onshore wind energy is vital to our aim of achieving 2050 net zero greenhouse gas emissions. Government statistics show that 79% of people now support onshore wind - fifteen times the proportion opposed. This Council resolves to make representations to the Secretary of State for Housing, Communities and Local Government to request that the National Planning Policy Framework is amended so that applications for small-scale onshore wind developments in England of no more than five megawatts are treated in the same way as any other application for renewable and low carbon energy.

**13. 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>July</b>		
Wed 24	Zeiss House Official Opening Cambourne Business Park	<b>Chairman</b>
<b>August</b>		
Wed 14	The Queen's Awards for Enterprise International Trade 2019. Doodlehouses Ltd	<b>Chairman</b>
<b>September</b>		
Tue 3	Merchant Navy Day Flag Raising South Cambridgeshire Hall	<b>Vice Chairman</b>

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

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

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

#### **Security**

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

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**

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this would be via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **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.

#### **Other Facilities**

Facilities are available for nursing mothers. Please ask a member of staff for more information.

#### **Toilets**

Public toilets are available on each floor of the building next to the lifts.

#### **Webcasting**

Please note that Council meetings may be webcast for live and/or subsequent broadcast online. At the start of the meeting the Chairman will confirm if all or part of the meeting will be filmed by the Council. The footage will be on the Council's website, a copy of it will also be retained in accordance with the Council's data retention policy.

#### **Recording of Business and Use of Mobile Phones**

We are open and transparent about how we make decisions. We allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

#### **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.