



SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

COUNCIL MEETING
THURSDAY, 21 MAY 2020

AGENDA AND REPORTS

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 as a **VIRTUAL MEETING - ONLINE** at **2.00 P.M.** on

THURSDAY, 21 MAY 2020

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

This meeting will be held virtually and a web link to enable members of the press and public to listen to the proceedings will be published on the relevant page of the Council website, normally at least 24 hours before the meeting.

DATED this 13th day of May 2020

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

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 the 20 February 2020 as a correct record.

A confidential minute containing exempt information as defined in paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972 (as amended) is circulated for Members only at item 23 on the agenda.

(Pages 1 - 44)

5. **ANNOUNCEMENTS**
To receive any announcements from the Chairman, Leader, the Cabinet or the Head of Paid Service.

6. QUESTIONS FROM THE PUBLIC

6 (a) From Mr David Brown

This Council has met only once so far this year, on 20 February 2020. Six days after that meeting on 26 February, officers of this Council stated to members of the public in a legal undertaking that the Council's scheme of delegation for planning decisions in effect prior to February 2020 would remain in effect unless or until the full Council decided otherwise.

But then nine days later, and without this Council having met, officers stated to the High Court that the Council had amended its scheme of delegation on 12 February.

Both of these statements can not be true.

Can the Leader of the Council please explain which of the preceding statements is in fact true and please explain how ordinary members of the public such as myself should know which statements made by the Council's officers can be relied upon to be truthful and which can not?

7. PETITIONS

To note all petitions received since the last Council meeting.

Variation of Order of Business

Whilst in accordance with Council Standing Order 2, items 8 and 9 below would ordinarily be taken following consideration of reports and recommendations of Cabinet and committees (item 11), the Chairman has ruled that it is conducive to the dispatch of business for these items to be dealt with as the first substantive items of business on the agenda. The Chairman therefore gives notice that he proposes to invite Council to confirm its acceptance of this variation of the order of business to enable the items to be taken in the order indicated on this agenda.

8. COVID-19 - CHANGES TO DECISION MAKING PROCESSES

In the light of the national emergency concerning Covid-19 (Coronavirus), to agree Standing Orders for the conduct of remote meetings and consider other measures required in order to allow Council business to continue.

(Pages 45 - 62)

9. PLANNING SCHEME OF DELEGATION (PLANNING COMMITTEE - 12 FEBRUARY 2020)

To invite Council to approve and adopt the changes to the Planning Scheme of Delegation which was determined by Planning Committee at its meeting on 12 February 2020 and to confirm the consequential changes to the Constitution.

(Pages 63 - 78)

10. WHITTLESFORD BY-ELECTION

To note the election of Richard Williams, as Councillor for the Whittlesford Ward, following the Whittlesford By-Election held on 27 February 2020.

To note that the result of the By-Election has had no impact on the political balance

of the Council or political proportionality on committees and other forums.

11. TO CONSIDER THE FOLLOWING RECOMMENDATIONS:

11 (a) Adoption of Revised Constitution (Civic Affairs Committee - 3 March 2020)

Civic Affairs Committee recommended that Council:-

- (a) Adopts the revised Constitution (Appendix B), Ethical Handbook (Appendix C), Public Speaking Scheme (Appendix D1) and Petitions Scheme (Appendix D2) with effect from the new Municipal Year.
- (b) Authorises the Chief Executive, after consultation with the Chairman and Vice-Chairman of the Council, to make any further typographical or minor amendments to the Constitution prior to its publication.

Note: The accompanying report contains slightly amended recommendations to reflect adjustments needed relating to virtual meetings.

(Pages 79 - 1028)

11 (b) MILTON COUNTRY PARK AND FINANCIAL IMPACT OF COVID-19 (Cabinet - 6 May 2020)

Cabinet recommended to Full Council that:

- (a) South Cambridgeshire District Council issues a conditional grant of £50,000 to the charitable Trust responsible for operating Milton Country Park in two equal instalments of £25,000, the first being advanced in May 2020 and the second no earlier than September 2020;
- (b) The first instalment be subject to the Head of Finance reviewing the Trust's current financial position via bank statements; and
- (c) The second instalment be subject to the Head of Finance reviewing the Trust's Management Accounts in addition to business efficiency measures, fundraising efforts and revised cashflow forecast.

(Pages 1029 - 1048)

12. ZERO CARBON STRATEGY

To invite Council to adopt the Zero Carbon Strategy.

(Pages 1049 - 1074)

13. TERMS OF REFERENCE - CLIMATE AND ENVIRONMENT ADVISORY COMMITTEE

To seek approval of the revised terms of reference of the Climate and Environment Advisory Committee.

(Pages 1075 - 1086)

14. THE COUNCIL'S RESPONSE TO COVID-19

To provide a summary of the Council's response to the Covid 19 emergency.

(Pages 1087 - 1092)

15. APPOINTMENT OF THE CHIEF OPERATING OFFICER
To approve the appointment to the post of Chief Operating Officer.
(Pages 1093 - 1098)

16. THE WRITING OFF OF OUTSTANDING DEBT 2019-20
To note the amounts written off under delegated powers.
(Pages 1099 - 1106)

17. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY
Attached are the reports summarising the work of the Cambridgeshire and Peterborough Combined Authority in March and April 2020.
(Pages 1107 - 1126)

18. MEMBERSHIP OF COMMITTEES AND OUTSIDE BODIES
(a) To note and endorse the following change in membership of committees:-

Scrutiny and Overview Committee – The replacement of Councillor Dr. Shrobona Bhattacharya by Councillor Richard Williams.

(b) To note and endorse any other changes in the membership of committees or substitute arrangements which have been made in accordance with the wishes of the Leader of the political group to which the seat has been allocated.

(c) To consider any changes required in membership of outside bodies.

19. DATES OF MEETINGS IN 2020/21
Council, at its meeting on 20 February 2020, approved the Calendar of Meetings 2020/21 but asked that the date of the Council Budget meeting be moved from 18 February 2021 as this is half term week. It is now proposed that the meeting be held on Thursday, 11 February 2021.

Council is accordingly asked to note the dates of Council meetings in 2020/21 as follows:

Tuesday 14 July 2020 at 2.00pm
Thursday, 24 September 2020 at 2.00pm
Thursday, 26 November 2020 at 2.00pm
Thursday, 11 February 2021 at 2.00pm (Budget Meeting)
Thursday, 15 April 2021 at 2.00pm
Thursday, 20 May 2021 at 2.00pm (Annual Meeting)

20. CHAIRMAN'S ENGAGEMENTS
To note the Chairman's engagements since the last Council meeting:

Date	Venue / Event/Other	Attending
<u>March</u>		
Sun 1	Civic Service hosted by the Chairman of East Northamptonshire Council at Chelveston-cum-Caldecott	Vice-Chairman

May

Thur 7 Virtual poem reading on You Tube to mark the Chairman
75th anniversary of VE Day.

21. EXCLUSION OF PRESS AND PUBLIC

The press and public are likely to be excluded from the meeting during consideration of the following items of business 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).

22. NORTHSTOWE TOWN CENTRE DEVELOPMENT PHASE 1 (Cabinet - 4 March 2020)

(Pages 1127 - 1130)

23. MINUTES (EXEMPT)

A minute 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 exempt minute.

(Pages 1131 - 1132)

Guidance notes for members of the public

Members of the public are welcome to view the live stream of this meeting, except during the consideration of exempt or confidential items, by following the link to be published on the Council's website.

Any person who participates in the meeting in accordance with the Council's public question time, is deemed to have consented to being recorded and to the use of those images (where participating via video conference) and/or sound recordings for webcast purposes. When speaking, members of the public should not disclose any personal information of any individual as this might infringe the rights of that individual and breach the Data Protection Act.

If a member of the public interrupts proceedings at a meeting, the Chairman will warn the person or persons concerned. If they continue to interrupt, the Chairman will order their removal from the meeting. The meeting may be suspended until order has been restored.

For more information about this meeting, including access arrangements, please contact democratic.services@scambs.gov.uk