

South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA

t: 03450 450 500

f: 01954 713149

www.scambs.gov.uk



23 June 2020

To: Chair – Councillor Dr. Douglas de Lacey
Vice-Chair – Councillor Dr. Claire Daunton
Members of the Civic Affairs Committee – Councillors Henry Batchelor,
Dr. Martin Cahn, Nigel Cathcart, Mark Howell, Bridget Smith,
Dr. Aidan Van de Weyer and Heather Williams

Quorum: 3

Substitutes: Councillors Bunty Waters, Nick Wright, Tom Bygott, Sue Ellington, Graham Cone,
Gavin Clayton, Bill Handley, Geoff Harvey, Steve Hunt and Eileen Wilson

Dear Councillor

You are invited to attend the next meeting of **CIVIC AFFAIRS COMMITTEE**, which will be held in **VIRTUAL MEETING - ONLINE** at South Cambridgeshire Hall on **WEDNESDAY, 1 JULY 2020** at **10.00 a.m.**

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

PAGES

PROCEDURAL ITEMS

- 1. Apologies for Absence**
To receive Apologies for Absence from Committee members.
- 2. Declarations of Interest**
- 3. Minutes of Previous Meeting** 1 - 2
To authorise the Chairman to sign the Minutes of the meeting held on 2 June 2020 as a correct record.

RECOMMENDATION TO COUNCIL

- 4. Greater Cambridge Joint Development Control Committee 3 - 40**

INFORMATION ITEM

- 5. Update on Code of Conduct Complaints 41 - 44**

STANDING ITEMS

- 6. Date of the Next Meeting**
To note that the next meeting will be held on Tuesday 8 September 2020 at 10am.

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

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.

Toilets

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

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.

This page is left blank intentionally.

Agenda Item 3

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Civic Affairs Committee held on
Tuesday, 2 June 2020 at 10.00 a.m.

PRESENT: Councillor Dr. Douglas de Lacey – Chairman
Councillor Dr. Claire Daunton – Vice-Chairman

Councillors: Henry Batchelor Dr. Martin Cahn
Nigel Cathcart Mark Howell
Bridget Smith Dr. Aidan Van de Weyer
Heather Williams

Officers: Patrick Adams Senior Democratic Services Officer
Elizabeth Davy Development Officer
Andrew Francis Electoral Services Manager
Clare Gibbons Northstowe Healthy New Town Programme Lead
Louise Lord Development Officer
Rory McKenna Monitoring Officer

1. APOLOGIES FOR ABSENCE

There were no Apologies for Absence.

2. DECLARATIONS OF INTEREST

None.

3. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 3 March 2020 were agreed as a correct record, subject to

- the removal of the word “and” from the first sentence under the heading “A1: ...” in minute 4;
- the amendment of “Clare” to “Claire” on page 5 of the minutes.

4. COMMUNITY GOVERNANCE REVIEW OF THE PARISHES OF LONGSTANTON AND OAKINGTON AND WESTWICK, PROMPTED BY THE DEVELOPMENT AT NORTHSTOWE; ADJUSTMENTS TO THE REVIEW TIMETABLE AS A RESULT OF COVID-19 RESTRICTIONS

The Northstowe Healthy New Town Programme Lead presented this report, which invited the Committee to consider adjusting the timescales of the review due to the impact of the COVID-19 pandemic. She explained that only 39 responses had been received in the second round of consultations, when 400 responses had been received in the first round. It was noted that if agreed, the Committee would be required to schedule an additional meeting in early November to make a recommendation to Council in the same month.

Minor amendments

It was noted that the date of February 2020 in appendix D should be amended to February 2021. It was agreed that the name of the officer in the recommendation in paragraph (c) be amended to the officer's title.

The Committee unanimously

AGREED to

- A) Extend the second round of consultation until 15 September 2020 and proceed with an adjusted timetable as outlined in Appendix D to enable conclusion of the review such that the outcome of the review can still be brought into effect April 2021.
- B) Approve the format for re-engagement with the public and successful conclusion of the second round of consultation.
- C) Delegate final sign-off of the precise dates of the engagement programme outlined in Appendix F to the Northstowe Healthy New Town Programme Lead, to conform with advice from central government regarding relaxation or retightening of lockdown requirements.

5. THRIPLow COMMUNITY GOVERNANCE REVIEW

The Development Officer introduced this report on the Thriplow Community Governance Review, which recommended that representation for Thriplow ward be amended to 5, whilst representation for Heathfield ward should be 4. It also recommended that the name of the parish council be amended to Thriplow and Heathfield Parish Council.

The Committee thanked the officer for a thorough and clear report. Concern was expressed at the low number of responses.

The Committee unanimously

RECOMMENDED TO COUNCIL

- A) The request from Thriplow Parish Council to change representation to 5 for Thriplow village ward and to 4 for Heathfield ward and to implement these changes from the next scheduled election in May 2022.
- B) The request from Thriplow Parish Council to change its name to the Parish of Thriplow and Heathfield, the timing to be agreed with the Parish Council.

6. UPDATE ON CODE OF CONDUCT COMPLAINTS

The Monitoring Officer presented this report, which invited the Committee to note the progress made on the outstanding Code of Conduct complaints and the resolution of one case since the last meeting.

The Committee **NOTED** the report.

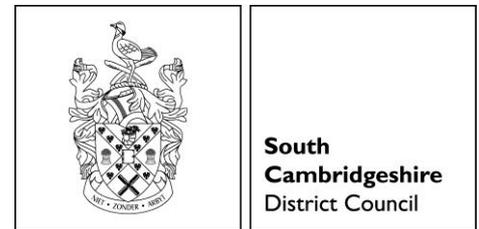
7. DATES OF NEXT MEETINGS

The Committee **NOTED** that their next meeting would be held on Tuesday 8 September at 10am.

The Committee **AGREED** to hold an extra meeting on Tuesday 3 November at 10am, to allow a recommendation to be made to Council on the Community Governance Review of the parishes of Longstanton and Oakington & Westwick, prompted by the development at Northstowe.

The Meeting ended at 10.30 a.m.

Agenda Item 4



REPORT TO: Civic Affairs 1st July 2020

LEAD CABINET MEMBER: Cllr Tumi Hawkins Lead Cabinet Member for Planning

LEAD OFFICER: Stephen Kelly Joint Director of Planning and Economic Development

Greater Cambridge Joint Development Control Committee

Executive Summary

- 1.1 The County Council have resolved in May 2020 that they no longer wish to support or participate in the Joint Development Control Committee (JDCC) after July 2020. The effect of their resolution will be for the current JDCC to no longer be quorate.
- 1.2 This report seeks agreement to the establishment of a new Committee (the Greater Cambridge Joint Planning Committee GCJPC) and sets out the proposed terms for the new Joint Committee to come into effect from 1 August 2020. The report explains the key changes to membership, scope and geography – and incorporates in an appendix the proposed draft terms of reference (shown through track changes) for approval.
- 1.3 Alongside establishment of the new Committee, the report also seeks approval for the formal dissolution of the existing JDCC from that date.

Recommendations

To recommend to Council that:

- 2.1 On the withdrawal of Cambridgeshire County Council to dissolve the JDCC between Cambridge City Council and South Cambridgeshire District Council as surviving members, pursuant to section 101 (5) Local Government Act 1972 and cease all delegations to the same with effect from 31 July 2020; and
- 2.2 To establish a new joint planning committee between Cambridge City Council and South Cambridgeshire District Council (to be called the Greater Cambridge Joint Planning Committee) with the Terms of Reference as set in Appendix A and to delegate functions to the joint

committee and officers as set out therein, pursuant to section 101 (5) and section 102 Local Government Act 1972 with effect from 1 August 2020

- 2.3 To agree that any ongoing planning matters or any other continuing action² which would otherwise fall to be determined by the JDCC will, after 31 July 2020, transfer to the Greater Cambridge Joint Planning Committee for determination
- 2.4 To authorise the Joint Director of Planning and Economic Development to decide whether to refer any development control matters for determination by the Greater Cambridge Joint Planning Committee where the boundary of the site concerned overlaps or is adjacent to the boundary between Cambridge City Council and South Cambridgeshire District Council
- 2.5 To authorise the Monitoring Officer to make any consequential amendments to the Council's constitution arising from the above decisions
- 2.6 To comment upon the proposed draft standing orders for the Committee as appropriate

Details

- 3.1 The Joint Development Control Committee (JDCC) was established in 2007 by the County Council, Cambridge City Council and SCDC for the purposes of making planning decisions on a number of development sites on the edges of Cambridge.
- 3.2 Within each authority, the powers to decide to set up a Joint Committee, to appoint the authority's members to it, and to delegate particular powers to it, rest with the members within the authority that would otherwise be responsible for discharging the particular functions (if they were not to be delegated to the Joint Committee).
- 3.3 The development control functions delegated to the JDCC are non-executive functions. That is, they are contained within Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (SI 2000/2853). The powers to operate and establish the JDCC or any new committee with the same functions arise from sections 101 and 102 Local Government Act 1972 and it is therefore for the respective Councils to decide whether to delegate these functions.
- 3.4 Following the decision of the County Council in May, officers have sought to review the existing terms of the Committee to consider firstly whether the proposals for a new Committee require some of the existing provisions to be revised. The review has sought to explore both operational arrangements - the changes required as a result of the county's

withdrawal, but also to consider whether any other refinements to the historical terms of the Committee should be made alongside the “update.”

- 3.5 The County council’s withdrawal from the Committee means that by necessity, officers have undertaken a review of membership and the provisions for quorum etc. The second main area for consideration has been the geography for the Committee, given the changes, including the adoption of the Local Plans in Cambridge City and SCDC and the emergence of new projects (such as North east Cambridge) that have occurred since the Committees conception. Moreover, given the creation of the shared planning service, covering a single geography and the introduction of area planning teams that overlap the administrative boundaries, officers have also considered whether the Committee might also address potential duplication of tasks - such as the requirement for applications to be reported to separate committees in the case of developments oversailing the Councils respective administrative boundaries, not just on the “strategic sites.”
- 3.6 Finally, officers have sought to consider whether the previous assigned responsibilities of the Committee need to be reviewed – having regard to the establishment of the Shared Planning Service and its operational and administrative arrangements which now extend across Greater Cambridge.
- 3.7 In respect of Committee membership, informal engagement with lead members has suggested that there is a desire for the committee to be strategic and to be focused. In place of the current 6:6:4 members for the City, SCDC and County respectively, officers are therefore suggesting that the Committee comprise 3 members from each Council. The number of Quorate members required would remain 3. Appointment of the Chair and Vice Chair, subject to the removal of the limitations that have previously excluded SCDC members from certain areas, would remain as per the existing terms.
- 3.8 Alongside the changes to the number of members, officers are proposing to adjust the terms of reference (as outlined) to focus the JDCC on major planning applications only (and associated conditions where appropriate). In recent years, the JDCC terms have resulted, on sites where developments have progressed or been completed, in the referral of minor applications – including householder development – to the Joint Committee rather than to the “Local” Councils’ Planning Committee. Given the aspiration that the Committee focuses on strategic cross boundary matters, and for that reason meets less frequently than the respective planning committee in SCDC and the City, this change is considered desirable, both in the interests of applicants and those living on the strategic sites, and for consistency in the approach to decision making on such matters by each Committee.

- 3.9 The proposed terms of reference accompanying the Committee establishment therefore seek to narrow down the focus of the Committee to “major” applications (as defined by regulations) only and the associated conditions and agreements that arise from them. The legacy, by which amendments to permissions previously granted by JDCC – including applications for parts of those areas – is automatically referred to the Committee is therefore proposed to cease. Likewise, in reviewing the impacts of the Shared Planning Service, which now provides services across the Greater Cambridge Area, the inclusion of responsibilities for enforcement within the Committee terms is considered not to be necessary. The Joint Director benefitting from a delegation from both Councils in respect of enforcement alongside the establishment of a shared enforcement service. The Terms of reference for the Committee are accordingly related to Part III of the Town and Country Planning Act only (Control of development) rather than including Part VII (enforcement) or other provisions. A corresponding authority is provided for applications for consent under the Planning, Listed Buildings and Conservation Areas Act.
- 3.10 The final area of review has centered upon the operational areas of the JDCC. Office have reviewed the original defined areas for the JDCC and considered whether material changes in circumstance justify their review. Since the establishment of the JDCC and its last review in 2016 to capture City Deal schemes otherwise referred to the County Council, both Councils have adopted Local Plans which include specific policy designations – some of which overlap the Administrative boundary of the two Councils. The operation of the new Committee does, officer believe, require a specific geography to be defined – and to provide clarity for all about where and who will be responsible for decision making. Whilst both Councils have created a shared planning service, this does not change the statutory position of the two Councils as distinct “Local Planning Authorities” and accordingly, where applications do over sail the boundary, two separate planning applications will be required. There is considered to be a sound argument that these applications are considered together by the same committee.
- 3.11 The previous designations for the JDCC captured significant land on the edges of Cambridge that were subject to change or had been the subject of significant policy development - such as Cambridge East and the Southern Fringe. The adopted (2018) Local Plans for SCDC and the City, also contain a number of smaller “site specific” “allocations” offering protection of or allocation of land for development. In addition, the proposals maps define the Cambridge Green Belt. In a number of areas of the City/SCDC, the administrative boundary covers residential streets and industrial areas where defining clearly the area of operation to the JDCC would be difficult. There remain however areas outside of the existing JDCC areas where development proposals would require consideration at two separate committees. The review has accordingly considered whether

there is merit in incorporating such sites into the new GCJPC for expediency and efficiency.

- 3.12 The attached plan identifies all of the defined areas of land, with a site-specific allocation in the current local plan relating to land use which extends across the administrative boundary. This includes sites subject to safeguarding/protection and for development for one or more uses. It is proposed that in addition to the established JDCC areas, these new areas, where an application for or related to a major development is submitted, that authority for the determination of that planning application and any related consent (such as Listed Building Consent) is transferred to the new Committee. For completeness, the areas identified also seek to reflect adjacent site allocations for functional areas -such as the phase 3 expansion area on the Cambridge Biomedical Campus and the extension of Peterhouse Science Park/ARM on Fulbourn Road. Finally, the sites identified also include the recently enlarged area for the North East Cambridge Area Action Plan.

4. Standing Orders

- 4.1 The Standing Orders for the Committee are a matter for the newly formed Committee to agree. A revised draft to the previous standing orders is nevertheless included in the Appendix for comment by members. A decision on the final standing orders will rest with the newly formed Committee at its first meeting.

Reviews

- 5.1 The Greater Cambridge Shared Planning Service is engaged with the Planning Advisory Service in a review of its planning committees. That review was intended to include the JDCC and, it is proposed will include a review of the proposed new Committee arrangement described in this paper – albeit that observation of the Committee process may not be possible. Lessons learnt from that review, where relevant to the new Committee will be captured and may give rise to a need to return to the existing and proposed new arrangements later this year. The changes made to the adopted terms of reference are the minimum necessary to achieve the above outcomes. Consideration therefore of call in and referral processes, which are important part so the PAS review, are not proposed to be altered from the existing JDCC terms at this time. As projects such as the NEC Area Action Plan and the new Joint Local Plan progress to adoption, a further review of the areas proposed for the JDCC may also be required.

Options

- 6.1 The County Council have determined that they will no longer be supporting the JDCC. As a result, the meetings will not be quorate and able to determine planning applications. Options available to the Council are:
- 6.2 Do nothing – this is rejected on the basis that there are considered to be operational and organisational benefits from undertaking decision making on major applications across the Administrative boundary between the City Council and SCDC.
- 6.3 Establish a new Joint Committee on the existing terms of reference with minimal/no changes to voting numbers and areas. Given feedback on the operation of the existing Committee, this option was rejected on the basis that despite the disruption/costs associated with the “necessary” changes required to re-establish a joint committee the changes in circumstance since 2010 (and most recently 2016) would mean that the opportunities for greater efficiency would be lost. HITs would be regrettable given the adoption of Local Plans in 2018 (with a joint housing trajectory) and the establishment of a single, shared planning service with a single, cross boundary, planning team.
- 6.4 Establish a new Joint Committee with a substantially enlarged geographical reach – reducing the role of the other two Council Planning Committees. This was rejected on the basis that before such a dramatic change to the geographic diversity and quantum of applications was promoted, wider consultation and engagement would be required. The Council has been compelled to act quickly in the face of the County decision to withdraw from JDCC. More radical proposals to re-shape committee decision making across the greater Cambridge Area would need to be part of a wider review of decision making for which more time would be required.

Implications

a) Financial

The JDCC is managed by Cambridge City Council at present and the cost of the JDCC meetings are covered within the existing budgets. These costs form part of the shared services charging agreement. The changes proposed with the GCJPC are not considered to significantly increase the frequency of meetings, or its caseload so as to introduce significant additional costs. Officer will nevertheless keep this ongoing cost under review.

The establishment of the new Committee will require specialist legal advice from external advisors. The costs of this advice can be met within the shared service budget.

b) Staffing Implications

There are no staffing implications arising from this report.

c) Equality and Diversity Implications

An EQIA has not been undertaken in respect of this report because the proposed changes relate to the terms of reference of a committee and no material changes are proposed to the operation of the Committee meetings which will follow existing practices.

Alignment with Council Priority Areas

Growing local businesses and economies

- 7.1 The proposed Committee will consider and determine planning applications for major development, with the potential to underpin sustainable growth on the City Fringes, having regard to the relevant planning policies of the City Council and SCDC.

Housing that is truly affordable for everyone to live in

- 7.2 The proposed joint Committee would consider applications for and have the potential to support the efficient determination of planning applications for new homes proposed in the identified areas.

Being green to our core

- 7.3 The Joint Committee proposed would underpin the delivery of planning decisions that supported both Councils commitments to addressing the climate and biodiversity emergencies and enable coherent and consistent decision making in line with the adopted Local Plans and associated SPD's.

A modern and caring Council

- 7.4 The efficient determination of planning applications through a single (as opposed to two separate committees) would ensure that the productivity benefits of the shared service – which would see both applications considered by the same team at the same meeting – would be able to be realised in respect of cross boundary planning applications.

Background Papers

Background papers used in the preparation of this report:

Joint development Control Committee terms of reference 2016

Appendices

**Appendix A – proposed terms of reference to the Greater Cambridge
Joint Planning Committee June 2020**

**Report Author: Stephen Kelly Joint Director of Planning and
Economic Development**

Stephen.kelly@greatercambridgeplanning.org

Greater Cambridge Joint Development Control Planning Committee Cambridge Fringes

Terms of Reference

Approved by Cambridge City Council at Full Council on ~~[insert]22 April 2010~~

~~Cambridgeshire County Council Full Council on 30 March 2010~~

South Cambridgeshire District Council Full Council on ~~[insert]22 July 2010~~

These came into effect on ~~3122 July August 2010~~, when approved by ~~the all three~~ Councils

~~(changes to number of alternate members agreed in 2013 and changes to delegations agreed in August 2013 changes to include City Deal schemes May 2016)~~

DOCUMENT

Terms of Reference

Appendix 1: Functions Delegated to the Committee

Appendix 2: Standing Orders

Annex A: Public Speaking Rights

Annex B: Development Control Forums

Annex C: Costs Sharing Protocol

Annex D: Scheme of Delegation to Officers

Appendix 3: Plans

~~NB North West Cambridge~~

~~Cambridge Southern Fringe~~

~~Cambridge East~~

~~Northern Fringe East~~ to be updated

TERMS OF REFERENCE FOR GREATER CAMBRIDGE JOINT DEVELOPMENT PLANNING CONTROL COMMITTEE CAMBRIDGE FRINGES

1. Parties:

Cambridge City Council
~~Cambridgeshire County Council~~
South Cambridgeshire District Council
(‘the Councils’)

2. Status:

The ~~Joint Greater Cambridge Joint Planning Development Control~~
Committee (‘the Committee’) is a joint
committee formed by resolutions of the Councils pursuant to section
101(5), Local Government Act, 1972.

3. Membership:

~~36~~ Members appointed by Cambridge City Council
~~4~~ Members appointed by ~~Cambridgeshire County Council~~
~~36~~ Members appointed by South Cambridgeshire District Council

4. Terms of reference:

4.1 The Committee’s remit is to discharge the functions (‘the functions’) set out in Appendix 1, the exercise of which have been delegated to the Committee by the parties, subject to the limitation in paragraph 4.2.

4.2 The Committee shall discharge the functions in respect of ~~m~~Major
~~d~~Developments¹ and ~~details directly related matters pursuant to such~~
~~applications on land that is positively identified in the adopted Local~~
~~Plans of the two Councils for any purpose and which related applications~~
~~falling wholly or substantially within the area 50m of the administrative~~
~~boundary~~
~~within the areas as~~ shown edged in [blue] on the plans forming Appendix
3,
~~and ancillary developments relating to such Major Developments~~
~~referred to it by the relevant Head of Planning of the Council issuing the~~
~~consent for the Major Development in question and~~

~~a) In respect of “City Deal Infrastructure schemes” referred to it by the~~
~~relevant Head of Planning of the Council issuing the consent for the~~

~~City Deal Infrastructure scheme in question. A “City Deal Infrastructure scheme” is defined as a project arising from the Greater Cambridge City Deal which has all of the following characteristics:-~~

- ~~• has been and remains designated by the Greater Cambridge City Deal Executive Board as a City Deal Infrastructure scheme; and~~
- ~~• is, or has been funded in whole or in part by funds received by Cambridgeshire County Council under the auspices of the Greater Cambridge City Deal or allocated to the Greater Cambridge City Deal Executive Board by participating authorities.~~

4.3 The Committee may exercise the subsidiary powers authorised pursuant to section 111, Local Government Act 1972 in connection with the discharge of the functions.

4.4 The Committee may exercise the powers of delegation contained in sections ~~s~~ 101(2), 101(5) and 102 Local Government Act 1972.

~~4.5 All members shall be entitled to vote on the following applications: Trumpington Meadows; Cambridge Northern Fringe East; Cambridge East; Northwest Cambridge including all of the NIAB site; Globe Farm; City Deal infrastructure schemes. Only the City and County members shall be entitled to vote on Clay Farm Showground and Bell School.~~

5. Standing Orders

5.1 The Committee shall be governed by the Standing Orders set out in Appendix 2, as amended from time to time.

6. Administration

6.1 The Party which is the local planning authority shall receive applications in the usual way and shall be responsible for all consequential administration.

6.2 Cambridge City Council's staff shall be responsible for all matters connected with the administration of the Committee, including the preparation and dispatch of agendas and securing premises at which the committee may meet or providing facilities to enable remote meetings to take place. Decision notices shall be signed by the Joint Director of ~~Joint~~ Planning.

6.3 Costs shall be shared in accordance with the Cost Sharing Protocol set out in Annex C to the Standing Orders.

Notes:

¹ A major development is defined by reference to Article 1 of the Town and Country Planning (General Development Procedure) Order 1995 as in force on 1 March 2010 or as subsequently amended or replaced

and means development including any one or more of the following:

- (a) the mining and working of minerals
- (b) waste development;
- (c) the provision of dwelling-houses where
 - (i) the number of dwelling-houses to be provided is 10 or more; or
 - (ii) the development is to be carried out on a site having an area of 0.5 hectares or more and it is not known whether the development falls within paragraph (c)(i);
- (d) the provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more; or
- (e) development carried out on a site having an area of 1 hectare or more.

DRAFT

Appendix 1

FUNCTIONS OF THE COMMITTEE

1. The exercise of each of the Councils' powers and duties in relation to Part III (Control Over Development) of the Town and Country Planning Act 1990 as amended and Chapter II and VI (as appropriate) of the Planning (Listed Buildings and Conservation Areas) Act 1990 in respect of development control on "Major Development"s, ancillary developments and related applications and requests and associated, Reserved Matters applications and City Deal Infrastructure schemes including but not limited to:

i) the determination of planning applications by virtue of Regulation 3 of the Town and Country Planning General Regulations 1992.

ii) the power to approve authorise and direct the respective Councils to negotiate and enter into agreements regulating the development or use of land pursuant to S106 of the Town and Country Planning Act 1990.

2. The review, change, amendment or modification of the scheme of delegation to Officers.

3 Such other functions as may be delegated to the Committee by the Councils from time to time.

[Any matter related to an application previously determined by the Joint Development Control Committee for Cambridge Fringes]

Appendix 2

GREATER CAMBRIDGE JOINT DEVELOPMENT CONTROL PLANNING COMMITTEE (CAMBRIDGE FRINGES) STANDING ORDERS

[APPROVED/Amended by the Committee on [DATE] 18 July 2007]

1 Appointment of Chair and Vice-Chair

1.1 The Committee shall, at its first meeting, and from time to time as it considers necessary, elect a Chair and Vice-Chair.

1.2 In the absence from any meeting of the Chair and Vice-Chair, a Chair for that meeting shall be appointed by the meeting, but shall relinquish the chair if the Chair or Vice Chair subsequently arrives at the meeting.

~~1.3 Members appointed to the Committee by South Cambridgeshire District Council shall not chair meetings of the Committee during consideration of the applications relating to Clay Farm Showground and Bell School sites.~~

~~(1.3 added by Committee 11 Jun 2008)~~

2. Appointment of Spokespersons

2.1 Each of the councils shall nominate one of the committee members which it appoints as its spokesperson.

3. Notice ~~Of~~ And Summons To Meetings

3.1 The Administrator will give notice to the public of the time and place of any meeting in accordance with the access to information rules applicable to local authorities. At least five clear days before a meeting, the Administrator will send an agenda by post and/or electronically to every member of the Committee. The agenda will give the date, time and place of each meeting and specify the business to be transacted, and will be accompanied by such details as are available.

3.2 The Administrator will take reasonable steps to ensure that a copy of the agenda and accompanying papers are placed on deposit at the offices of each of the councils for public inspection at least five clear days before the meeting. The Administrator will ensure that

arrangements are put in place for the inspection of background papers in accordance with section 100D, Local Government Act, 1972 and to ensure compliance with all other provisions of Part VA, of that Act.

3.3 Dates, times and venues for meetings shall be determined by the committee. In the absence of agreement or in cases of urgency, meetings may be called by the Administrator following consultation with the Chair and Vice Chair.

4. Membership

4.1 Committee members shall be appointed by the councils from time to time in accordance with the terms of reference. A council may at any time replace one or more of its nominated members by notice given to the Administrator.

5. Alternate Members

5.1 Each council will, by resolution, appoint two alternate members in respect of each political group which represents their council on the committee, but shall not appoint an alternate member for a political group which declines to nominate an alternate member. Each council will notify the Administrator of alternate members appointed.

5.2 Alternate members will have all the powers and duties of any ordinary member of the committee. For the purposes of briefing meetings and circulation of papers, alternate members shall be treated in the same manner as ordinary members.

5.3 Alternate members may attend meetings in that capacity only to take the place of a member of the same political group who is an ordinary member of the relevant committee or sub-committee. The alternate member should withdraw from participation as a member of that committee or sub-committee in the business at that meeting during any period during which the principal member is in fact in attendance.

6. Quorum

6.1 The quorum of a meeting will be ~~three with no less than~~ follows:-

13 Members from South Cambridgeshire District Council and
2 Members from Cambridgeshire County Council

~~13~~ Members from Cambridge City Council

~~{South Cambridgeshire District Councillors do not need to attend meetings in respect of applications for which they do not have voting rights}~~

7. Public speaking rights

7.1 Members of the public have the public speaking rights set out in Annex A.

8. Voting

8.1 Every question shall be decided by a show of hands, subject to Rule 8.2

8.2 If any member demands a vote by roll-call and is supported by two other members, the question shall be determined by a vote by roll-call and the Administrator shall record and enter in the minutes the names of each member present and whether s/he voted for or against or abstained.

8.3 Any member may, immediately after any vote is taken, require a record to be made in the minutes of whether s/he voted for or against or abstained.

8.4 If there are equal numbers of votes for and against, the Chair will have a second or casting vote.

9. Minutes

9.1 The Chair will sign the minutes of the committee at the next suitable meeting. The Chair will move that the minutes of the previous meeting be signed as a correct record.

10. Exclusion Of Public

10.1 Members of the public and press may only be excluded either in accordance with the Access to Information provisions of the Local Government Act 1972 (consideration of 'exempt information') or Rule 12 (Disturbance by Public).

11. Disorderly Conduct: Misconduct Of A Member

11.1 If at any meeting of the committee any member, in the opinion of the Chair, misconducts him/herself by persistently disregarding the ruling of the chair, or by behaving irregularly, improperly or offensively, or by wilfully obstructing the business of the committee, the Chair or any other member may move "That the member named be not further heard", and the motion if seconded shall be put and determined without discussion.

11.2 If the member named continues his/her misconduct after a motion under the foregoing Rule has been carried, the Chair shall either move "that the member named do leave the meeting" (in which case the motion shall be put and determined without seconding or discussion); or adjourn the meeting of the Council or committee for such period as s/he is in his/her discretion shall consider expedient.

11.3 In the event of a general disturbance which in the opinion of the Chair renders the due and orderly despatch of business impossible, the Chair, in addition to any other power vested in him/her, may adjourn the meeting of the committee for such period as s/he is in his/her discretion shall consider expedient.

12 Disorderly Conduct: Disturbance by members of the public

12.1 If a member of the public interrupts the proceedings at any meeting the Chair shall warn him/her. If s/he continues the interruption the Chair shall order his/her removal from the meeting.

12.2 In case of a general disturbance in any part of the Room open to the public the Chair shall order that part to be cleared.

13 Suspension Of Standing Orders

13.1 Any of these Standing Orders may, so far as is lawful, be suspended by motion passed unanimously by those entitled to vote on the application in question. Any motion to suspend any part of these rules shall specify the purpose of their suspension. Any suspension shall only be to the extent and for the length of time necessary to achieve the stated purpose.

14. Attendance at the Committee by other members of the Councils

14.1. A member of any of the councils who is not a member of the committee or a member of a parish council (in respect of applications

relating to sites in their own parish) may speak at a meeting of the committee at the request or with the permission of that committee or of its Chair made or obtained before the meeting. Such request or permission shall specify the matters in respect of which the member shall be permitted to speak;

[Explanatory note: There might be circumstances in which the Committee may wish to permit a city, district or county councillor to speak on applications even if the application does not relate to her/his ward or division. For instance an executive councillor with relevant strategic responsibility may want to address the committee.]

15. Development Control Forums

15.1 The Committee will operate a scheme for development control forums in accordance with Annex B.

16. Statements of Community Involvement

16.1 Public consultation in relation to pre application matters shall be dealt with in accordance with the SCI or other appropriate procedures of the Council responsible for issuing the consent.

Annex A of GCJDPCC Standing Orders: Public Speaking Rights
(Amended by Committee on 16 April 2008)

Public Speaking

Members of the public, or applicants or their agents, who want to speak about an application which is to be considered at a meeting of the committee can do so if they have:

- I. In the case of members of the public, already submitted a written representation on an application; and
- II. Notified the Administrator by 12.00 noon on the day before the meeting.
- III. A member of the public who has made a written representation on a planning application which is to be determined by the committee, will be notified in writing about the committee date and their public speaking rights in the week before the committee meeting.

At the Committee Meeting

A list of public speakers is available at the meeting. Agenda items for which there are public speakers are taken first, normally in the order of the agenda.

Each speaker will be allowed three minutes in which to make their representation. The Chair will tell the speaker when the three minutes has elapsed and the speaker must stop when requested by the Chair.

The Chair has discretion to extend this time limit.

If more than one person wants to make a representation about the same application, then they should ~~choose~~choose someone to act as a spokesperson.

When several people wish to speak on the same application but wish to raise different issues, the Chair may agree to those speakers making representations. In these circumstances, less time may need to be given to each speaker.

The Chair will ask the speaker to come to the table at the beginning of the discussion of the report on the relevant application. The Chair will then invite them to speak following the Officer's introduction to the report on the application. The speaker should address the Chair of the Committee, which is the normal convention for Committees.

At the conclusion of a statement by a public speaker, members may ask the Chair to put questions in order to seek clarification on matters of fact but not matters of opinion, of points made by the speaker in his or her statement. A public speaker may be asked by the Chair to clarify matters of fact but not matters of opinion after he or she has made a statement.

The conclusion of the period of questioning will be at the Chair's discretion. Public speakers will be expected to answer questions briefly and directly, will be asked to leave the committee table at the conclusion of the period of questioning and they will not be permitted to participate in the committee's discussion. At the conclusion of statements by public speakers, the Committee will proceed to discuss and determine the planning application.

Speakers should remember to:

- _ Keep to 3 minutes or whatever other period has been agreed.
- _ Keep to the planning issues raised by the application.
- _ Highlight the main points they wish to raise and be as brief and concise as possible.
- _ Be courteous.
- _ At the end of public speaking, the Committee will discuss and determine the planning application.

Formatted: Line spacing: single, Don't adjust space between Latin and Asian text, Don't adjust space between Asian text and numbers

**Annex B of JDCC Standing Orders:
Development Control Forums.
Development Control Forums are triggered by receipt of a
qualifying petition**

Receipt of Petitions and Notification of Development Control Forum

1. Neighbour consultation letters on planning applications within the remit of the committee shall include information about the scheme for development control forums and the relevant consultation period.
2. A Petition should be sent to the Administrator and should identify the matter to which it relates and the grounds of concern.
3. The Administrator will:
 - (a) Liaise with the Planning case officer to obtain the following information:
 - * The expiry date of the relevant consultation period;
 - * The addresses of the applicant and agent.
 - (b) Check whether the petition meets the criteria established in the scheme – i.e.:
 - * It contains at least 25 signatures of residents and/or business owners in the County;
 - * It includes the addresses of those who have signed it;
 - * It has been received within 7 working days following the end of the relevant consultation period (in the case of petitions of objection) and no later than 6 working days before a Forum meeting (in the case of petitions of support);
 - * The application is not: a householder application; an application for a certificate of lawful use; or an application for advertisement consent.

[Note:

(i) If any of these criteria are not met, the petitioners should be informed in writing that their petition will be reported to the committee, and that a Development Control Forum will not be held.

(ii) Normally, a Forum will not be convened in the case of petitions relating to amendments to applications, or to applications which have already been the subject of a Forum. However, the Administrator, following consultation with the Chair and Vice Chair, is authorised to decide whether significant new issues are raised, making a Forum appropriate.

(iii) A Forum will not be held to hear a petition of support alone, except where an application, which has not already been subject to a Forum meeting, is resubmitted following an earlier refusal of planning permission.

(iv) Petitions may be submitted by email subject to the following:

- An e-mail petition must consist of individual e-mails, showing the sender's e-mail address.
- An e-mail petition must include the sender's postal address.
- The e-mails must be addressed to the organiser (rather than a council or the committee or its members) who must then let the [administrator to be appointed] have print-outs of the requisite number of supporting e-mails.

[Random checks will be carried out on petitioners that have used the e-mail procedure.]

(c) Liaise with the Planning case officer and Chair and spokespersons about the date of the Development Control Forum and fix a date, time and venue. So far as practical at least 10 days (not working days) notice should be given to all those attending under (d). For the avoidance of doubt dates for possible Development Control Forum meetings may be programmed in advance of receipt of petitions.

d) Send written invitations to:

- * The lead petitioners;
- * The applicants and agents;
- * Committee members;
- * Ward councillors;
- * Planning officers;

The press will also be informed.

The invitations to the meeting should include:

- * A short summary of the application details (to be provided by the planning case officer);
- * The case officer as a contact point for planning enquiries and the Administrator for queries about the petition process;
- * An explanation of the fact that up to three representatives of the petitioners and up to three representatives of the applicants may attend and speak;
- * Petitioners to be invited to contact the officers for a briefing on the procedures at the Forum.

(e) Inform all other councillors of ~~the three~~both councils that the meeting is taking place.

4. If two or more petitions are received relating to the same planning application, the following procedure should be applied:

* In the case of two or more petitions opposed to the application, or two or more petitions in support of the application, the petitioners will be encouraged to make a joint presentation. If agreement on this is not possible between the petitioners, they would share the time allocations given in paragraph 9.

Development Control Forum Meetings

5. The Press and Public are entitled to attend meetings as observers.

6. The Development Control Advisor or other A senior planning officer (other than one of the case officers involved in dealing with the application) will chair the meeting.

7. The style of the Forum will be informal, but the authority of the Chair must be recognised. The decision of the Chair on any question of procedure will be final. No votes will be taken.

8. The main purpose of Forum meetings is to enable petitioners and applicants to give their views and to provide the means by which consensus can be built between the parties.

9. The format of the Forum will be as follows for each application:

Presentation of the application by the applicant/agent (up to three representatives) - up to 20 minutes;

* Presentation of the views of the petitioners against the application (up to three representatives) - up to 20 minutes;

* Presentation of the views of the petitioners in support of the application (where applicable) (up to three representatives) - up to 20 minutes;

* Presentation by the case officer - up to 10 minutes;

* Member questions and issues arising - up to 30 minutes;

* Summing up by the applicants/agents - up to 5 minutes;

* Summing up by the petitioners against the application - up to 5 minutes;

- * Summing up by the petitioners in support of the application - up to 5 minutes;
- * Final comments of the Chair.

After the Meeting of the Forum

10. The Administrator will take minutes of the meeting. The minutes will be a summary of the issues raised and should not be taken to express a view or decision which is in any way binding on the committee. The minutes will be circulated in draft to the Chair of the Forum, the Chair and Vice Chair of the committee and the case officer and finalised within 5 working days of the Forum. Copies of the finalised minutes will be sent, for information, to:

- * The petitioners' representatives at the meeting;
 - * The applicants' representatives at the meeting;
 - * Ward councillors;
 - Committee members
- _ the Parish Councils of the areas to which the application relates.

-
The minutes, and the text of the petition, will also be appended to the report to the committee which invites it to determine the application.

11. The case officer should contact the applicants/agent after the meeting to discuss whether a meeting would be helpful to discuss the issues raised at the Forum and to discuss any changes that may be necessary to the application. The applicant will be encouraged to keep in direct contact with the petitioners and to seek their views on any amendment/s.

12. The case officer will inform the petitioners' representatives of any amendments to the application. Normally, no further Development Control Forum will be held if the planning application is amended - see paragraph 3 (b) (ii).

13. The petitioners' representatives will be informed of the date of the meeting at which the application is to be considered by the committee and will be sent copies of the committee report. The petitioners and applicants will be asked to send any further comments they may have on the report to the planning case officer as soon as possible, so that they can be circulated in good time to members of the committee.

Annex C of JDCC Standing Orders: Costs Sharing Protocol

The ongoing costs incurred in relation to the administration of the Committee, legal support and planning ~~service consultancy~~ costs shall be borne by the administering authority and recharged in accordance with the shared service agreement between the two Councils, initially from the joint planning budget administered through Cambridgeshire Horizons and thereafter in equal shares by the participating authorities.

Exceptional costs that arise in relation to, for example, appeals and legal proceedings will be borne:

- i) from the joint planning budget,
- ii) where there ~~are~~ insufficient funds within the joint planning budget, then the costs shall be shared proportionally by the Councils ~~which are entitled to vote on the matters which give rise to the costs.~~

**Greater Cambridge Joint Development Control Planning Committee
Cambridge Fringes
Amended Draft Scheme of Delegation as agreed on [date] by the
Joint Development Control Committee on 21 August 2013
(this supersedes the original Scheme of Delegation agreed on 18 July
2007)**

Scheme of Delegation to Officers

The following powers are delegated to ~~each the Joint Director of Planning and Economic Development chief planning officer (or their equivalent) within each of the three local authorities represented on the Committee,~~ in respect of planning and development control matters, ~~which would, in the absence of a joint committee, fall for determination by their employing authority.~~ The ~~Joint Director of Planning and Economic Development chief planning officers~~ may authorise any other officers within the ~~Greater Cambridge Shared Planning Service or relevant participating Councils~~ to exercise these powers on his/her behalf. Any officer so authorised may in turn delegate further.

Such delegations ~~need not~~ shall be evidenced in writing.

1. To determine, and to make decisions in connection with the determination of, all forms of planning and other applications, and all forms of consent and other notifications (as set out in the attached schedule) submitted under the Town and Country Planning Act 1990 (as amended by the Planning and Compulsory Purchase Act 2004) and the Planning (Listed Buildings and Conservation areas) Act 1990 within the terms of reference of the Joint Development Control Committee **except** in any of the following circumstances:

a) Where the application is for Outline or Full Permission or is a reserved matters application in respect of:

1. The provision of residential units where:

(a) the number of residential units to be provided is 100 or more.

2. The provision of a non-residential building or buildings where the floor space to be created by the development is 1,000 square metres or more or is for non-residential development to be carried out on a site having an area of 1 hectare or more;

3. Development including the provision of primary roads, open space or

other site-wide infrastructure that ~~fulfills~~fulfils a strategic purpose;

~~4. Strategic waste development;~~

5. Regulation 3 development for all new facilities.

b) Where:

- There are any parish council representations that are contrary to the officer recommendation for approval or;
- There are other third party representations on planning grounds that are contrary to the officer recommendation for approval or refusal and that cannot be addressed by conditions as applicable or;

c) The application is advertised as a formal departure from the Development Plan and where the officer recommendation is for approval.

d) The application is submitted by a Member or Chief Officer or planning officer of ~~any member~~either of the Councils.

e) The application is one where, within 21 days of being notified of the application or within 14 days of receipt of any subsequent material amendment to the proposal, any Member of the City Council or of the District Council or any member of the County Council representing a ward within the City of Cambridge or South Cambridgeshire requests in writing (including e-mail), that the application should be determined by Committee, stating the planning grounds on which the request is based.

f) The application is one that officers consider should be determined by Committee because of special planning policy or other considerations.

g) The application is for a “non-material” change/amendment in relation to a development that was previously approved by the Joint Committee and either i) the elements to be changed were subject to specific conditions or ii) negotiation in response to objections raised to the original approval, and in both cases where the Chair, Vice-Chair and Spokespersons of the Committee object to the exercise of the delegated power within 14 days of notification.

~~2. In respect of or arising out of Major developments (as defined in the Committee's terms of reference) exercise the Committee's planning enforcement powers (apart from serving enforcement notices under S 171) (subject to prior consultation with the relevant Council's Chief~~

~~Legal Officer) and to instruct the relevant Council's Chief Legal Officer to commence legal proceedings relating to planning enforcement other than commencing prosecutions provided that any action taken is reported to Committee thereafter.~~

3. To act on behalf of the Committee (after consultation, if practicable with the Chair of the Committee and the Chief Planning Officers of the three Councils) in cases of urgency or emergency. Any such action is to be reported as soon as possible to the Committee.

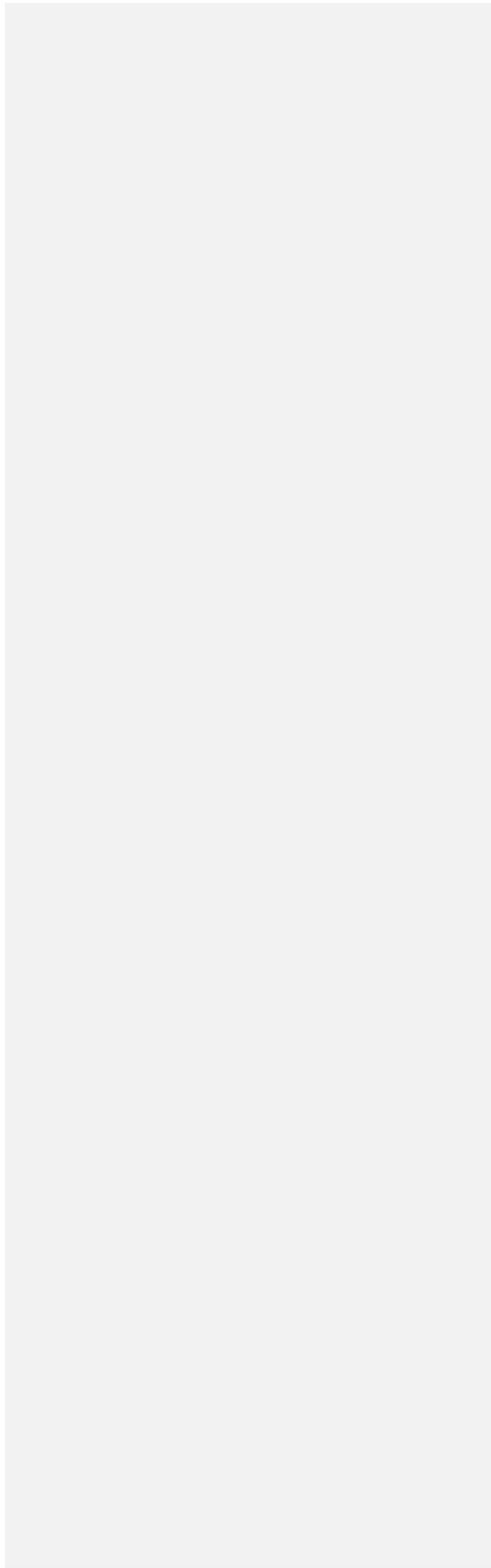
Note: Notwithstanding the provisions contained within this Scheme of Delegation, officers will use their discretion and judgement to decide whether to refer any matter contained within this Scheme to the Committee for determination, which in their view raises contentious, sensitive or significant policy issues, or where it would be otherwise beneficial for the decision to be made by Members of the Joint Committee.

Schedule referred to in Delegation 1 above

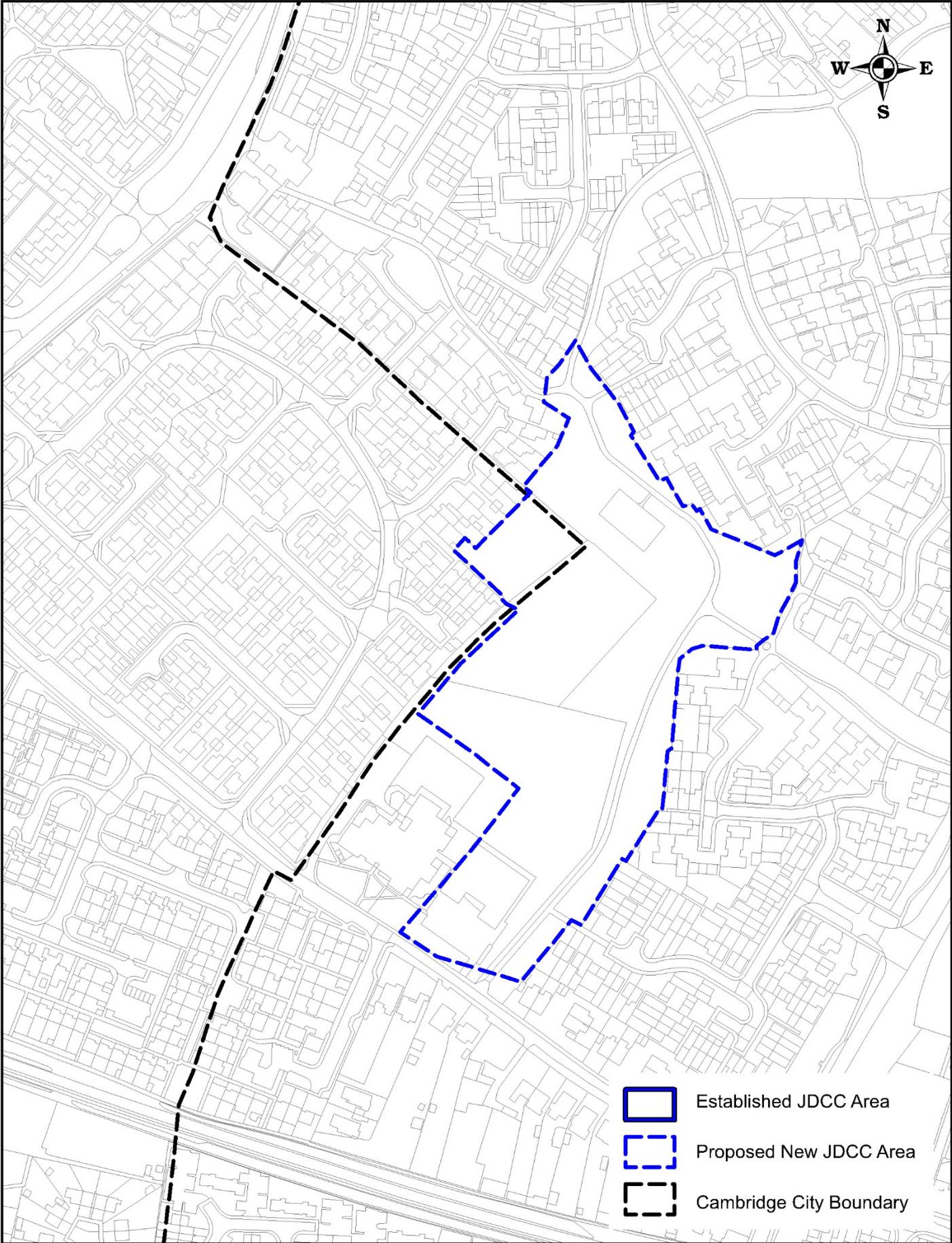
Applications and other forms of consent/notification referred to in Delegation A1 include:

- a) Outline and full planning permission and any subsequent pre- and post decision amendments.
- b) Reserved matters following outline planning permission and any pre and post decision amendments.
- c) Renewals of planning permission and any pre- and post-decision amendments.
- d) Removal/variation of planning conditions.
- e) Discharge of conditions.
- f) Advertisement consent.
- g) Lawful Development Certificates.
- h) Regulation 3 applications.
- i) Settling the terms of planning agreements under section 106, Town and Country Planning Act 1990 and other legislation in accordance with the terms of any resolution or decision to grant planning consent.
- j) Listed Building Consent.
- k) Conservation Area Consent.
- l) Screening and scoping opinions under the Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 2011, or any subsequent amendment to those Regulations.
- m) Entering into and Signing of Planning Performance Agreements.

DRAFT



DRAFT

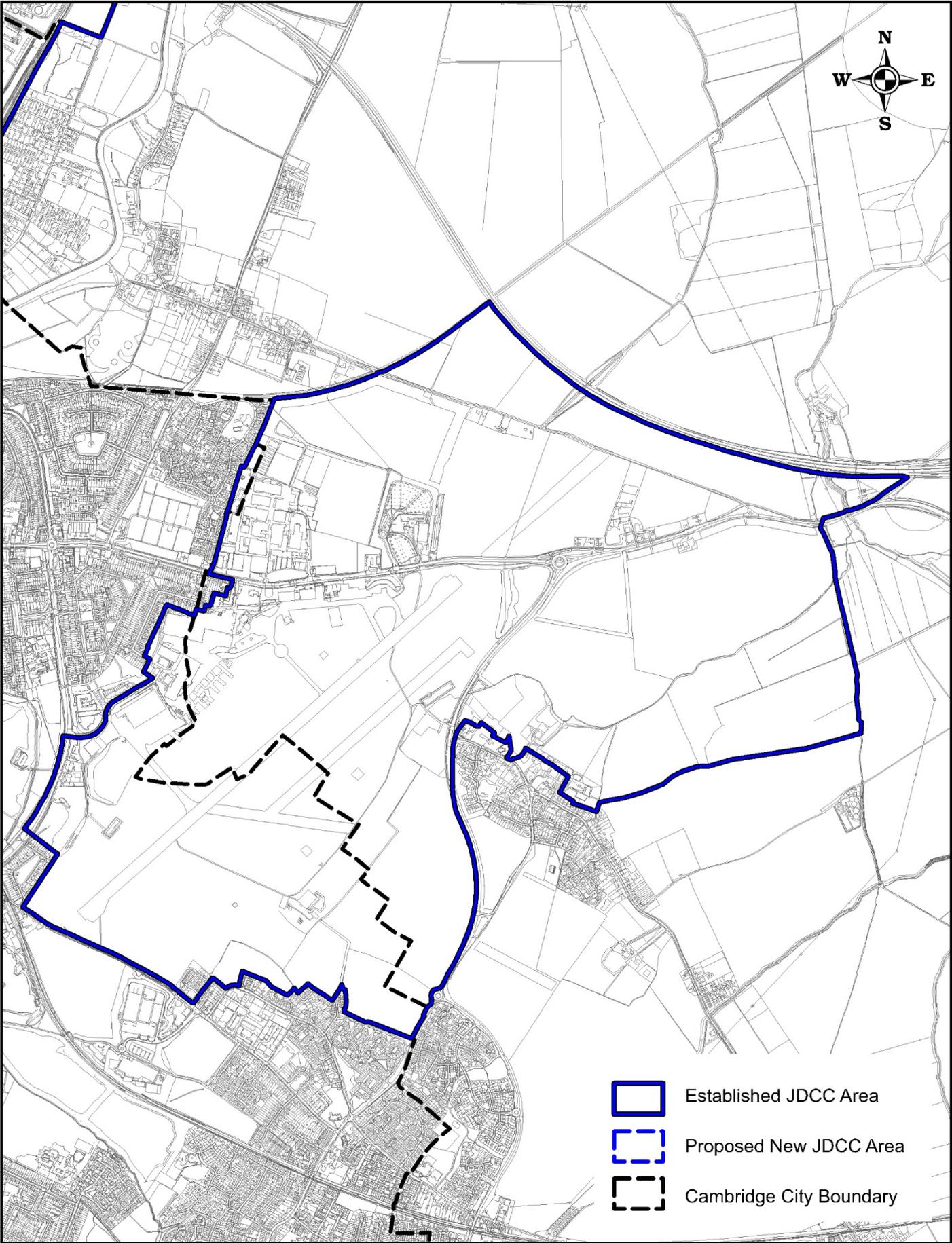


-  Established JDCC Area
-  Proposed New JDCC Area
-  Cambridge City Boundary



**Cherry Hinton Recreation Area:
Proposed area for
inclusion into JDCC Area
Page 33**

Date:	17/06/2020
Produced by:	S Johnston
Service:	PPSE
Scale:	1:2,750 @ A4

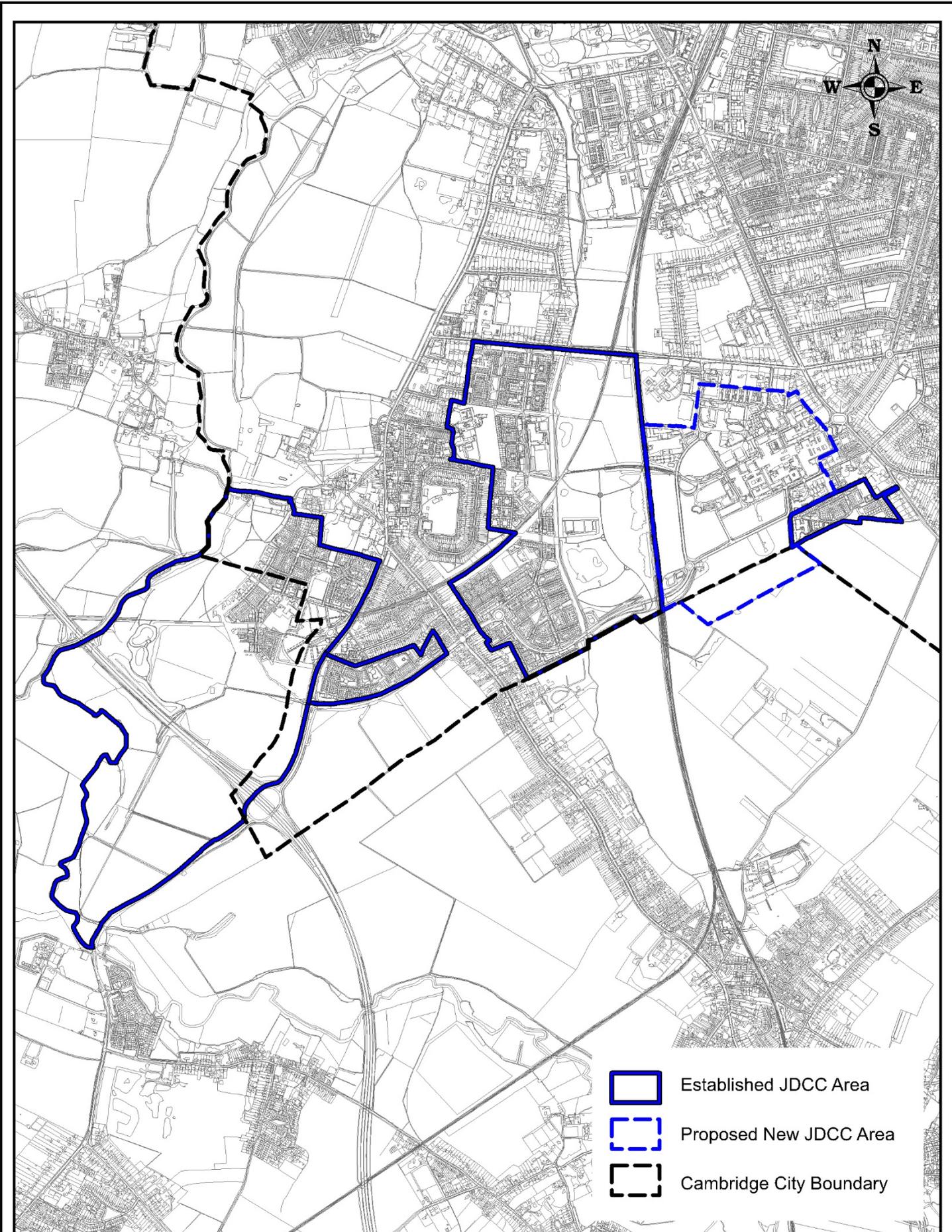


-  Established JDCC Area
-  Proposed New JDCC Area
-  Cambridge City Boundary



**Cambridge East:
Proposed Areas for Inclusion
in the JDCC Area**
Page 34

Date:	17/06/2020
Produced by:	S Johnston
Service:	Planning Policy
Scale:	1:20,000 @ A4

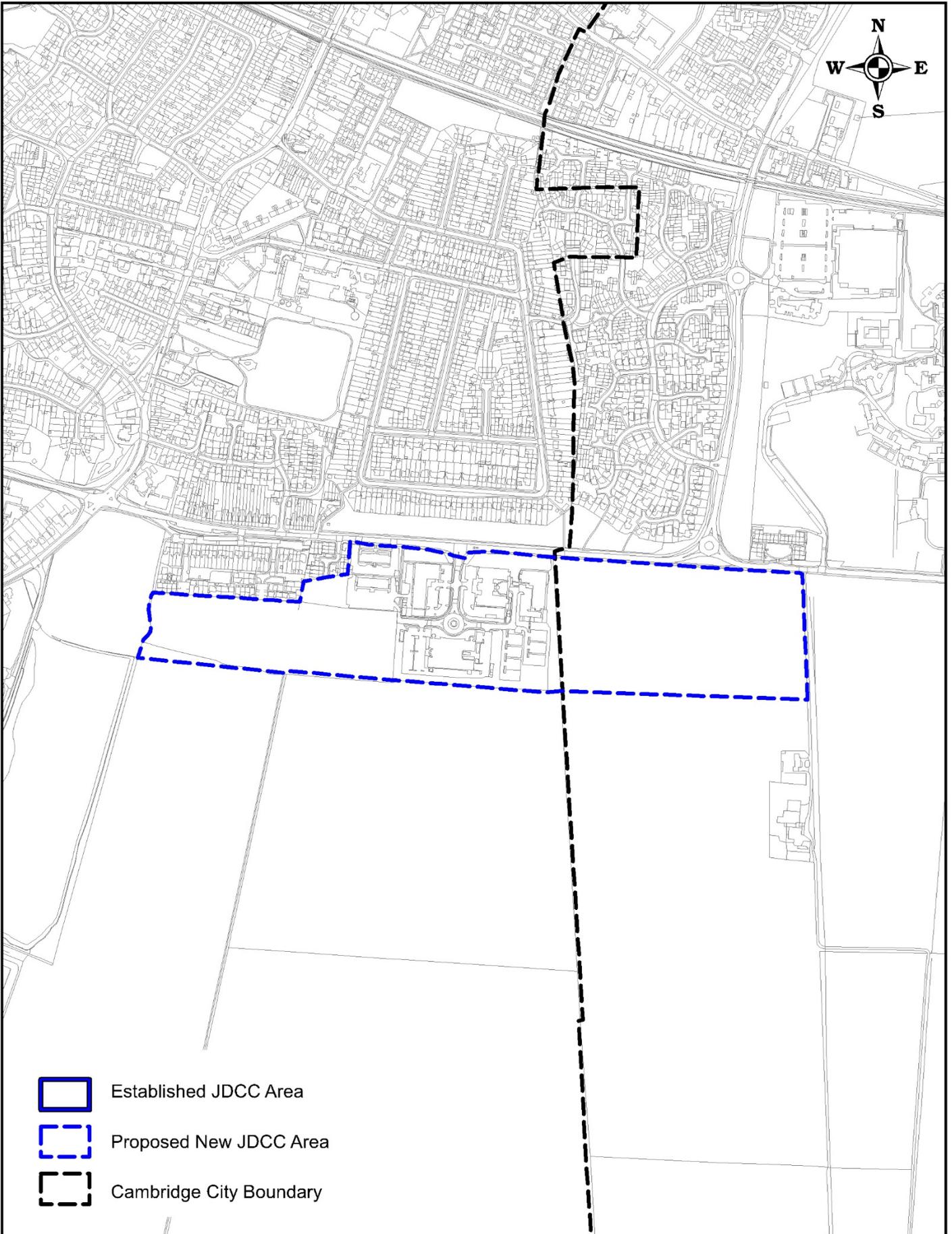


-  Established JDCC Area
-  Proposed New JDCC Area
-  Cambridge City Boundary



**Cambridge Southern Fringe:
Proposed Areas for Inclusion
in the JDCC Area**
Page 35

Date:	17/06/2020
Produced by:	S Johnston
Service:	PPSE
Scale:	1:25,000 @ A4



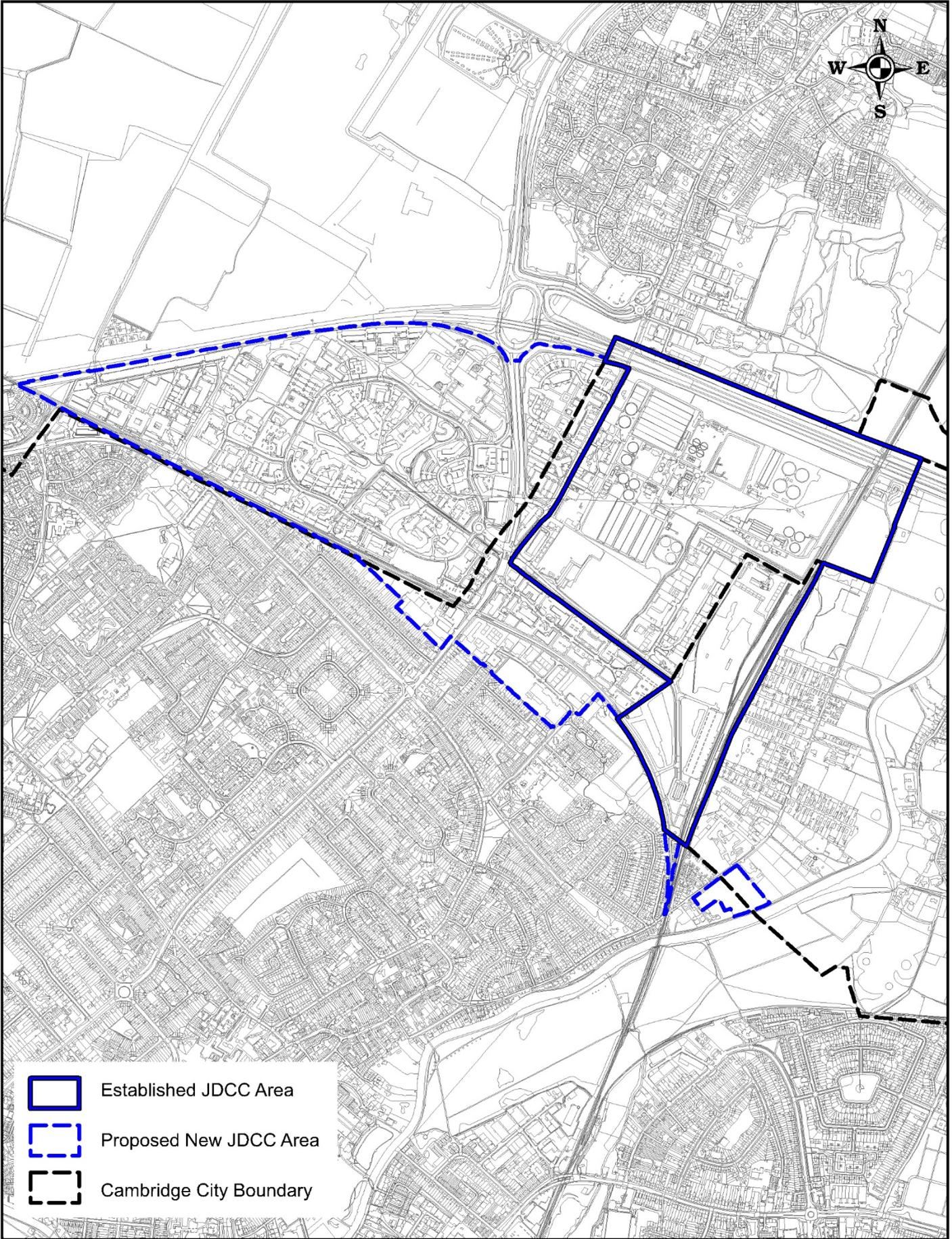
-  Established JDCC Area
-  Proposed New JDCC Area
-  Cambridge City Boundary



**Fulbourn Road Area:
Proposed Area for Inclusion
in the JDCC Area**

Page 36

Date:	17/06/2020
Produced by:	S Johnston
Service:	PPSE
Scale:	1:7,500 @ A4



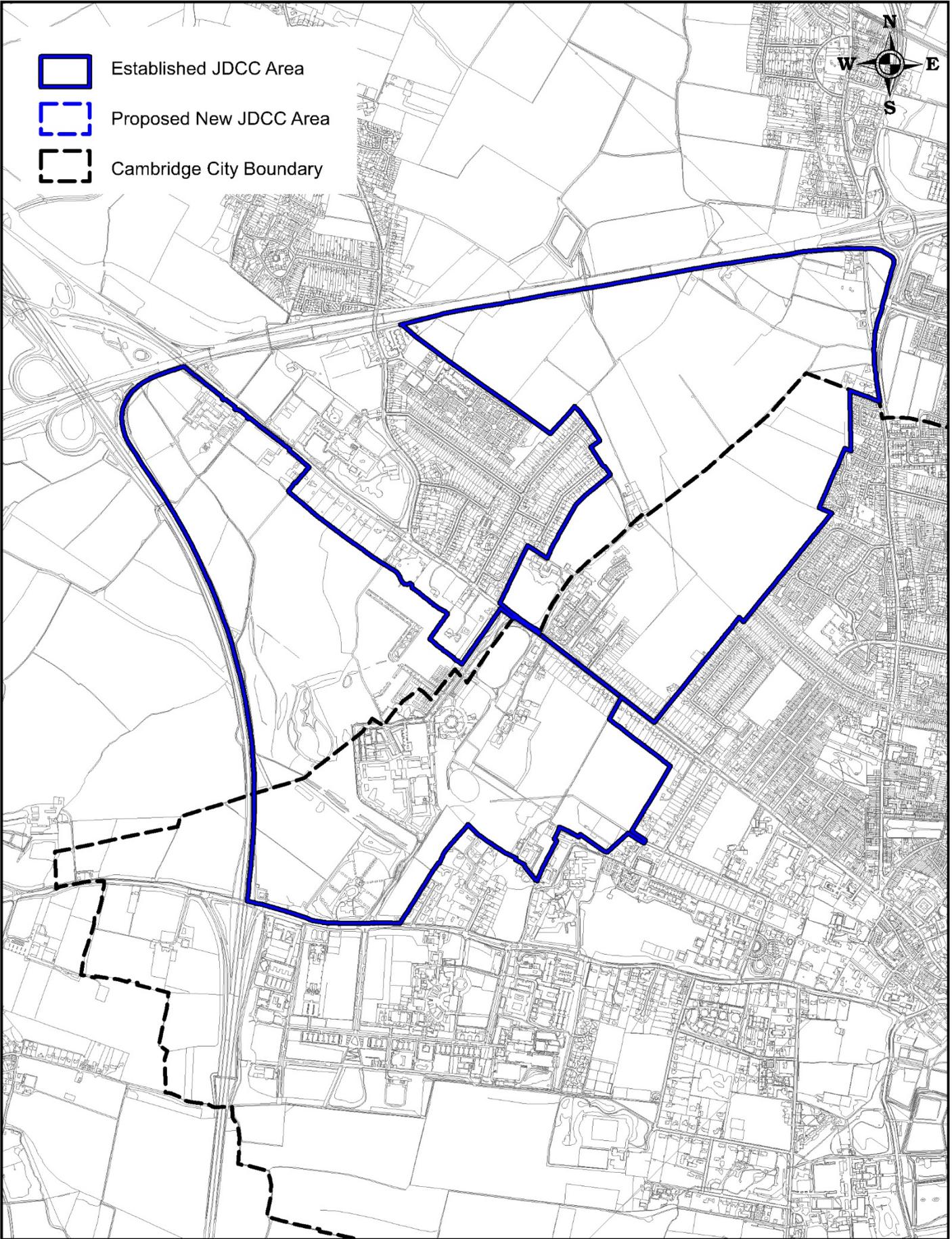
-  Established JDCC Area
-  Proposed New JDCC Area
-  Cambridge City Boundary



**North East Cambridge:
Proposed Areas for Inclusion
in the JDCC Area**
Page 37

Date:	17/06/2020
Produced by:	S Johnston
Service:	PPSE
Scale:	1:16,000 @ A4

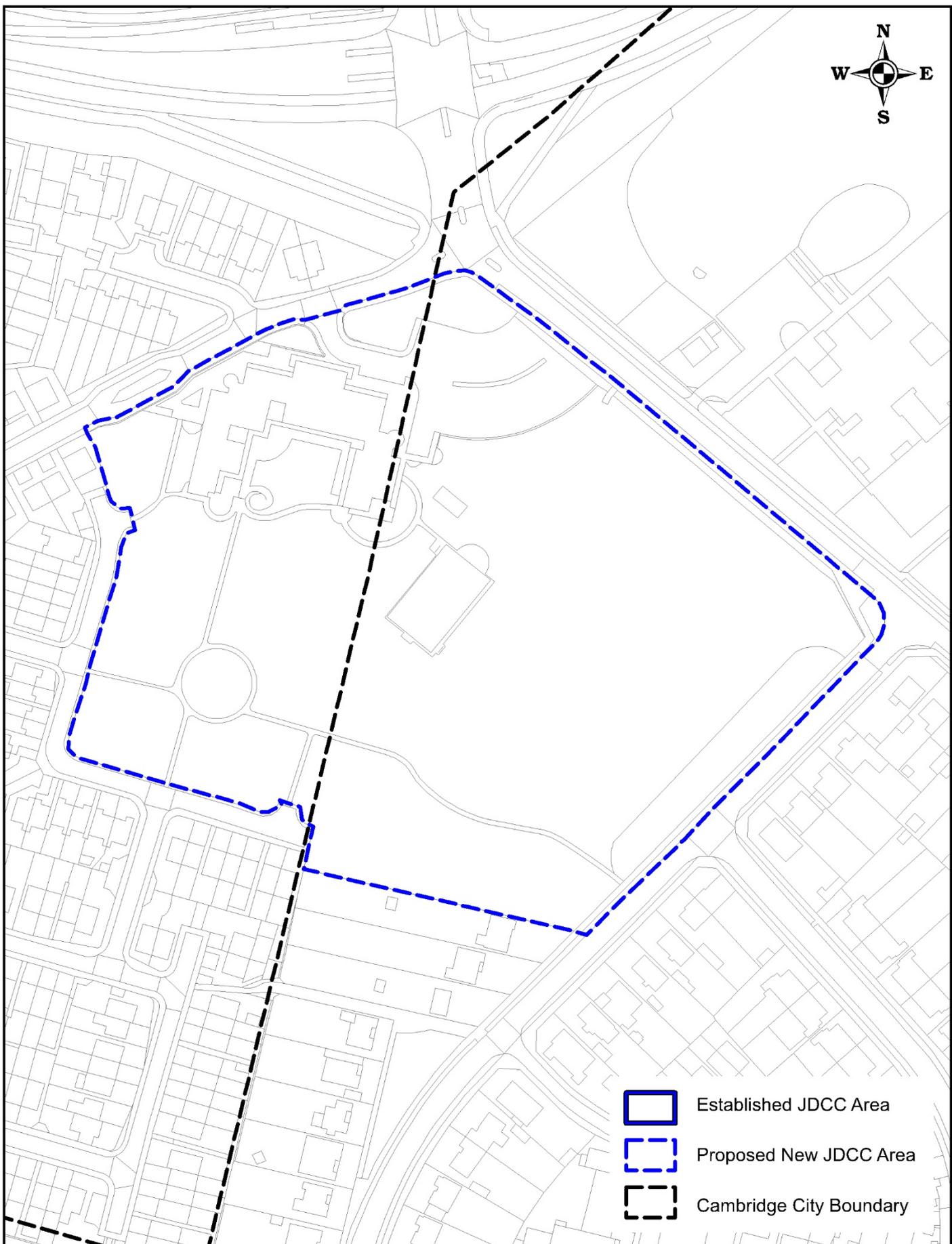
-  Established JDCC Area
-  Proposed New JDCC Area
-  Cambridge City Boundary



**North West Cambridge:
Proposed Areas for Inclusion
in the JDCC Area**

Page 38

Date:	17/06/2020
Produced by:	S Johnston
Service:	PPSE
Scale:	1:18,000 @ A4



-  Established JDCC Area
-  Proposed New JDCC Area
-  Cambridge City Boundary

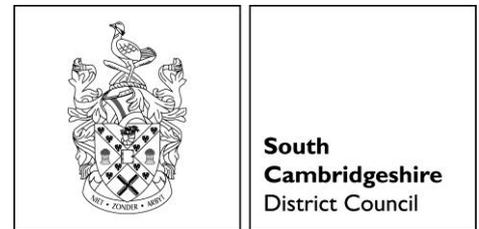


The Meadows Recreation Area: Proposed Area for Inclusion in the JDCC Area
Page 39

Date:	17/06/2020
Produced by:	S Johnston
Service:	PPSE
Scale:	1:25,000 @ A4

This page is left blank intentionally.

Agenda Item 5



REPORT TO: Civic Affairs Committee

1 July 2020

LEAD OFFICER: Monitoring Officer

Update on Code of Conduct Complaints

Executive Summary

1. To update the Civic Affairs Committee on complaints cases regarding alleged breaches of the Code of Conduct.

Recommendations

2. That the Civic Affairs Committee **note** the progress of any outstanding complaints and the conclusion of cases resolved since the last meeting.

Details

3. Progress since the last meeting in relation to Code of Conduct complaints is set out in the below table:

Matter Number	District/Parish Council	Allegation/complaint	Outcome
018075	Coton Parish Council	Allegations from the complainant against two members of the Parish Council. One member is alleged to have breached the following parts of the code; “You must 3.1 provide leadership to the authority and the community within its area, by personal example 3.2 respect others 3.3 respect the confidentiality of	There has not been a breach of the code, therefore the complaint does not merit formal investigation.

		<p>information which you receive as a Member by–</p> <p>3.3.1 not disclosing confidential information to third parties unless required by law to do so or where there is a clear and over-riding public interest in doing so;</p> <p>3.4 not conduct yourself in a manner which is likely to bring the Authority into disrepute”</p> <p>The second member is alleged to have breached the following parts of the code;</p> <p>“You must</p> <p>3.1 provide leadership to the authority and the community within its area, by personal example</p> <p>3.2 respect others and not bully or threaten or attempt to bully or threaten any person</p> <p>3.4 not conduct yourself in a manner which is likely to bring the Authority into disrepute”</p> <p>It is also alleged that both members breached the Nolan Principles relating to;</p> <ol style="list-style-type: none"> 1. Integrity 2. accountability 3. openness 4. honesty 5. leadership 	
018076	Linton Parish Council	Allegations from the complainant against two	Matter ongoing

		<p>members of the Parish Council that their actions breached the following parts of the code;</p> <p>“You must</p> <p>3.4 not conduct yourself in a manner which is likely to bring the Authority into disrepute</p> <p>&</p> <p>Appendix 2 Paragraph 2</p> <p>Holders of public office should act solely in terms of the public interest.</p> <p>&</p> <p>Appendix 2 Paragraph 2</p> <p>Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.”</p>	
--	--	--	--

Implications

4. In the writing of this report, taking into account financial, legal, staffing, risk, equality and diversity, climate change, and any other key issues, there are no significant implications.

Background Papers

CONSTITUTION – CODE OF CONDUCT/Code of Conduct Complaints Procedure

Report Author:

Rory McKenna – Monitoring Officer
Telephone: (01223) 457194