



South Cambridgeshire District Council

**Council Meeting
Thursday, 15 April 2021**

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 Chair 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, 15 April 2021

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

Dated this 7 April 2021

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. **Appointment of Vice Chair of Meeting**
To appoint a Vice Chair for the meeting.

2. **Apologies**
To receive Apologies for Absence from Members.

3. **Declaration of Interest**

4. **Register of Interests**
Members are requested to inform Democratic Services of any changes in their Register of Members' Financial and Other Interests form.

5. **Minutes**
To authorise the Chair to sign the Minutes of the meeting held on 23 February 2021 as a correct record.

(Pages 1 - 40)

6. **Announcements**
To receive any announcements from the Chair, Leader, the executive or the head of paid service.

7. Questions From the Public

To answer any questions asked by the public.

The deadline for receipt of public questions is noon on Thursday 8 April 2021.

The Council's scheme for public speaking at remote meetings may be inspected here:

[Public Questions at Remote Meetings](#)

8. Petitions

To note that a petition has been received from Anthony Browne MP asking the Council to oppose the inclusion of Thakeham's proposal in South West Cambridgeshire in the emerging Greater Cambridge Local Plan. Officers have acknowledged receipt of the petition and are considering the next steps in accordance with the Petitions Scheme.

9. To Consider the Following Recommendation:

9 (a) Pay Policy Statement 2021 (Employment & Staffing Committee - 15 March 2021)

The Employment and Staffing Committee, at its meeting on 15 March 2021

RECOMMENDED THAT COUNCIL

Approve the Pay Policy Statement for 2021.

(Pages 41 - 54)

10. Cambridgeshire and Peterborough Combined Authority

Attached are the reports summarising the work of the Cambridgeshire and Peterborough Combined Authority from 22 February to 5 March 2021.

(Pages 55 - 64)

11. Greater Cambridge Partnership

Attached is a summary of the decisions taken at a meeting of the Greater Cambridge Partnership Executive Board at its meeting of 18 March 2021.

(Pages 65 - 68)

12. OxCam Arc

To receive an update on the work of the Oxford-Cambridge Arc.

(Pages 69 - 72)

13. Appointments and membership of Committees

(a) To note that the Leader has appointed Councillor John Batchelor as a member of the Cabinet.

(b) To endorse the following appointments:

- (i) The election of Councillor Pippa Heylings as Chair of the Planning Committee, following Councillor John Batchelor's resignation from that role;
 - (ii) The election of Councillor Henry Batchelor as the Vice Chair of the Planning Committee.
- (c) To note the following changes in membership of committees and substitute arrangements:
- (i) The appointment of Councillor Henry Batchelor as an ordinary member of the Planning Committee;
 - (ii) The appointment of Councillor John Batchelor as a substitute member of the Planning Committee.
- (d) To note and endorse the appointment of Councillor John Williams in place of Councillor Bridget Smith on the Board of Cambridgeshire Horizons, at the Board's next annual meeting.
- (e) To note and endorse that Councillor Eileen Wilson will take Councillor Bridget Smith's place on the Combined Authority Housing Committee.
- (f) To note and endorse any other changes in 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.

14. Questions From Councillors

A period of 30 minutes will be allocated 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 Interim Democratic Services Team Manager prior to the 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.

14 (a) From Councillor Dr Claire Daunton

Can the Leader update Council on the current status of the five-year housing land supply?

14 (b) From Councillor Sarah Cheung-Johnson

Northstowe residents are very pleased to hear about the £5million plus investment the council is putting into Northstowe, which shows the importance this administration puts on community and placemaking through deeds and not just words - please would the Leader explain what the next steps are and how residents might get involved in shaping their new facilities?

14 (c) From Councillor Ian Sollom

Can the Leader please update Council on the planning status of the South West Cambridgeshire development?

- 14 (d) From Councillor Pippa Heylings**
Can the Leader tell Council how many businesses have received hardship grants since November 2020?
- 14 (e) From Councillor Heather Williams**
Does the Leader agree that any cancellations of full council meetings should be done in consultation with Group Leaders of all political parties and the independent group convenor, and will the Leader agree to look at amending the constitution accordingly?
- 14 (f) From Councillor Dr Richard Williams**
Will the Leader give an update on the progress of work on the next local plan and, specifically, when we can expect the list of preferred sites to be released to the public?
- 14 (g) From Councillor Sue Ellington**
What steps and innovations are the administration taking to address the significant increase in residents suffering loneliness as a result of the pandemic?
- 14 (h) From Councillor Graham Cone**
Will the Leader agree to review the Discretionary business support grant criteria, to bring it in line with other local councils that allow for hackney and private hire drivers that do not live within South Cambs, but are Licensed within the District, to qualify for support providing they have not received a grant from another Local Authority?
- 15. Chair's Engagements**
To note the Chair's engagements since the last Council meeting:

Date	Venue/Event
March 24	Environmental Services and Waste Depot at Waterbeach, visit of the Princess Royal

Guidance notes for members of the public for remote meetings

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

procedure rules, 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 on the rights of that individual and breach the Data Protection Act.

To turn on live captions and subtitles, select Captions/Subtitles On [CC] button in your video controls. To change the caption language, select the Settings button > Captions / Subtitles, and choose the language you want.

For more information about this meeting please contact democratic.services@scambs.gov.uk

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Agenda Item 5

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Council held on
Tuesday, 23 February 2021 at 2.00 p.m.

PRESENT: Councillor Dr. Douglas de Lacey – Chair
Councillor Anna Bradnam – Vice-Chair

Councillors: Henry Batchelor, John Batchelor, Ruth Betson,
Dr. Shrobona Bhattacharya, Tom Bygott, Dr. Martin Cahn,
Nigel Cathcart, Grenville Chamberlain, Sarah Cheung Johnson,
Gavin Clayton, Graham Cone, Dr. Claire Daunton, Clare Delderfield,
Sue Ellington, Peter Fane, Neil Gough, Bill Handley, Geoff Harvey,
Dr. Tumi Hawkins, Pippa Heylings, Mark Howell, Alex Malyon,
Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth,
Deborah Roberts, Bridget Smith, Hazel Smith, Dr. Aidan Van de Weyer,
Bunty Waters, Heather Williams, John Williams, Dr. Richard Williams,
Eileen Wilson and Nick Wright

Officers:	Anne Ainsworth	Chief Operating Officer
	Rory McKenna	Monitoring Officer
	Jeff Membery	Head of Transformation
	Liz Watts	Chief Executive
	Rebecca Dobson	Democratic Services Manager
	Peter Maddock	Head of Finance
	Patrick Adams	Senior Democratic Services Officer

Apologies for absence were received from Councillor Jose Hales, Steve Hunt, Tony Mason, Nick Sample and Dr. Ian Sollom.

1. APOLOGIES

Councillors Joes Hales, Steve Hunt, Tony Mason, Nick Sample and Ian Sollom sent apologies for absence.

2. DECLARATION OF INTEREST

Councillor John Batchelor declared a non-pecuniary interest in agenda item 8, various budget reports, in that he was a director of South Cams Limited trading as Ermine Street; as the position was unremunerated, he would vote.

Councillor Peter McDonald declared a non-pecuniary interest in agenda items 8(c) and (e), the Capital Investment Programme and Capital Strategy, in that he was an unpaid member of the Investment Partnership Board.

Councillor Heather Williams referred to the fact that those Members who were responsible for paying Council Tax should declare a pecuniary interest in relation to the Council Tax resolution.

In accordance with the advice of the Monitoring Officer, the Chair then made a

declaration of non-pecuniary interest on behalf of all Members to this effect.

Councillor Sue Ellington declared a non-pecuniary interest in relation to the item on Swavesey Byways rate, as although she did not pay the rate, she had been closely involved with this work in the past year.

Councillor Dr Tumi Hawkins declared a non-pecuniary interest in relation to the Swavesey Byways rate as she was a Member of the Swavesey Byways Committee.

3. **MINUTES**

The minutes of the meeting of the Council held on 26 November 2020 were agreed as a correct record, subject to the following amendments.

At Minute 10, in the last line of the first paragraph, the phrase “Waterbeach action project” to be changed to “Waterbeach access project”.

At Minute 10, in the first sentence of the second paragraph, the phrase “skills workshop” to be changed to “skills programme”.

At Minute 12(f), in the first sentence of the second paragraph, the phrase “due to the development on the aquifer” to be changed to “due to the effect of the development on the aquifer”.

4. **ANNOUNCEMENTS**

The Chair made the following announcements:

VE and VJ Days

The Chair said he had planted a tree in December to mark these commemorations, which he was pleased to report was doing well.

Chair’s charities

The amounts raised for the Chair’s charities, the Trussell Trust and the Carers’ Trust, was £4920, and £745 had been raised for the Chair’s appeal for Christmas presents for Fulbourn Hospital patients. The Chair said he was grateful to all those who had donated.

Members expressed their appreciation for these fundraising achievements, with applause.

Councillor Douglas de Lacey said that this meeting was likely to be his last as Chair and as a Councillor, as he needed to spend more time with his wife and had decided to resign in March, in order to allow his seat to be contested in the forthcoming local elections. He thanked the Vice Chair, Councillor Anna Bradnam, the Leader, Councillor Bridget Smith, and all the Council’s officers, for their support during what had been a challenging time.

Councillor Bridget Smith, the Leader of the Council, said she was very sad at the

prospect of Councillor Douglas de Lacey's departure. The role of Chair had been very difficult during the pandemic, and before then, the Chair and his consort had devoted much time to representing the Council at various engagements. She was grateful to Councillor Douglas de Lacey for his service as Chair of the Council, which had been fulfilled with great commitment and dignity. It had been a pleasure to work with him, and she would miss him.

Councillor Heather Williams expressed her thanks to the Chair, both personally and on behalf of the Conservative Group. She said Councillor de Lacey's attention to detail had been second to none, as had his dedication to the community. She wished him well for the future.

Councillor Nigel Cathcart, indicating his intention to comment, was unable to do so for technical reasons. [Minute 6c refers to his statement at the point he returned to the meeting.]

Councillor Deborah Roberts said, as Councillor Douglas de Lacey's fellow Independent Group Member, that whilst they had not always agreed, she was sorry that he was stepping down. He had worked hard for his ward and was a credit to the Council. She wished him and his wife well for their retirement.

The Chief Executive thanked the Chair for his enormous commitment to the Council and the support he had shown for officers.

5. QUESTIONS FROM THE PUBLIC

5 (a) From Mr John Gaskell

John Gaskell asked the following question of the Lead Member for Planning Policy and Delivery.

Would the Council accept where there are reasonable grounds to suspect that a developer and / or a housebuilder has sold new-build residential properties which have been built to a generally defective condition (for example breaches of building regulations and / or a poor standard of workmanship more generally and / or breaches of build warranties), that acting in the public interest the Council has a duty to thoroughly investigate the matter, and that contingent on its findings, the Council should suspend planning permissions until the miscreant developer / housebuilder has fully addressed all legacy defects and proven that it has put in place robust processes to prevent the same or similar problems moving forward, especially in respect of timber-framed properties that by the nature of their construction tend to present potential fire risks and / or breaches of Part M Regulations on disabled access rights?

The Lead Member for Planning Policy and Delivery, Councillor Tumi Hawkins, thanked Mr Gaskell for his question and sympathised with the issues he faced. She said that the specific development referred to was inspected for compliance with the Building Regulations by an Approved Inspector, as opposed to the Local Authority Building Control Service. On that basis, the Local Authority Building Control team were unable to intervene in disputes about compliance with the

regulations, which needed to be pursued with the inspecting authority. The requirements of the Planning Acts also meant that there was no basis in law to permit a local planning authority to suspend consideration of, or to refuse to receive or determine applications by a developer solely on the basis of the quality of previous developments delivered by that applicant.

John Gaskell asked a supplementary question, referring to recommendations of the Callcutt Review and asking what steps the Council had taken to set standards, protect the interests of new-build home buyers in its constituency, and ensure that local developers were delivering proper standards, especially in circumstances where the Council had worked with a developer on a local project, such as the Moorefield Road development in Whittlesford.

Councillor Tumi Hawkins said the Council had to follow planning law. The Council employed best efforts to influence planning at the early stages and to build commitments to standards into new projects. The Council's award-winning building control service could make recommendations to developers and applicants but could not compel them to follow those recommendations.

5 (b) From Mr Alexander Cox

Vasilis Tshipidis asked a question on behalf of Alexander Cox as follows:

The district council recently decided to install outdoor gym and table tennis equipment a mere few steps away from residents' front doors at Pioneer Park, Northstowe. This is just a few months after the Pioneer Park was delivered to its residents. The plans for the park featured none of this equipment.

This council purports to be "a modern and caring council", yet in this instance, council officers and the local members for Longstanton, Oakington and Northstowe planned and orchestrated this controversial development project behind closed doors and carried it out with no meaningful public consultation whatsoever.

Since carrying out this development, officers and members of this council seem more concerned about avoiding another embarrassing judicial review than with actually doing what's right in terms of democratic engagement with the community.

Will the Leader of the Council ask officers to revisit this matter and instruct the Joint Director for Planning and Economic Development to mediate a discussion between local residents and the council members and officers responsible for this ill-advised development?

The Lead Member for Community Resilience, Councillor Bill Handley, thanked Mr Tshipidis for the question. He had looked at this matter in detail and noted that a range of local engagement and consultation was carried out in 2019 to reach a decision to install an outdoor gym and tennis tables in Pioneer Park.

He referred to the ambitions for Northstowe to be exemplary in delivering positive

health outcomes for its residents and that work had been carried out with partners and the community on what sport and recreation facilities were needed in the first phase of the development. The Northstowe Sports and Wellbeing Group, which is made up of residents of the town, had told the Council clearly that this type of facility in Pioneer Park was important to them. They had actively pressed the Council for installation of equipment to help improve the health and wellbeing of local people, including young people growing up there. There was a long-established community forum at the town which the Council had updated on what was planned. The equipment was ordered before the Covid-19 pandemic, which had had a big impact on the pace of delivery of the park, including the installation of this equipment.

It was unfortunate that Mr Cox did not live at Northstowe when the project was under development and therefore could not take part in that process. However, very good engagement was carried out with the local community and it was important to the Council that it support communities, now more than ever, to have good access to facilities that were free to use for all, outdoors, and help improve people's health and wellbeing.

Vasilis Tshipidis asked a supplementary question on behalf of Alexander Cox, asking why it was that the residents adjacent to the Park were not included in the consultation on that development. He said he had lived there for some time, and at the forums which he had attended no specific locations had been mentioned. If such items were required to be installed, why was this considered after the Park had been developed? It impacted on his property, and his democratic rights had not been heeded, as the paperwork served on him did not refer to the equipment, which occupied double the space originally provided on the plans.

Councillor Bill Handley said he would respond in writing after the meeting.

[The following response to the supplementary question asked on behalf of Alexander Cox was sent to both him and to Vasilis Tshipidis, on behalf of Councillor Bill Handley:

Thank you for your question at the Council meeting on Tuesday.

Mr Tshipidis helpfully asked your question on your behalf and I promised to write to you to answer the other questions he asked.

As I said at the meeting, a good deal of local engagement and consultation was carried out in 2019 to reach the decision to install the outdoor gym and table-tennis tables in Pioneer Park. We have huge ambitions for the town and want it to be exemplary in delivering positive health outcomes for its residents.

Importantly, we worked with the community to determine what they thought were the sport and recreation facilities needed in the first phase of the development. The Northstowe Sports and Wellbeing Group, which is made up of residents of the town, told us very clearly that this type of facility on Pioneer Park was important to them and, quite understandably, they were actively pressing us to install the equipment to help improve the health and wellbeing of local people,

including young people growing up there.

It is unfortunate that you and Mr Tshipidis did not live at Northstowe when the project was under discussion and therefore could not take part in that process. Although the engagement work was completed to agree the facilities to be delivered, and we think the facilities will be a big asset for the new town, we are sorry if you felt out of the loop.

Sadly, the community centre has been closed to the public for much of the year and all of the Northstowe Community Forum events had to be switched to an on-line format due to the pandemic. Online forums meant the usual informal information sessions which take place before the main forum presentations were not possible. Ordinarily this is where this sort of update on works starting would have been provided. If the pandemic had not restricted us to all but essential visits, we would have also provided a warning of the installation to neighbouring homes so you would be aware of any additional noise whilst it was put in.

Officers have previously explained to residents that the equipment is far from a recent addition, the proposal for introduction of the outdoor gym and table tennis tables is not an after-thought; the location and mix of equipment determined early in 2020.

When the equipment was installed it was under the direction of L&Q's Project Director. I note that you still have concerns the equipment is not in the agreed location and does not correspond to the information we have already provided. We have looked at this ourselves but I am asking officers to check with L&Q the location of the equipment against the location plan in the licence agreement once more.]

5 (c) From Mr Daniel Fulton

Daniel Fulton asked his question as follows:

Last year, every pond except one in the village of Longstanton ran completely dry, and for the past six years, South Cambridgeshire District Council has refused to investigate residents' complaints about the environmental effects that the development of Northstowe has had on the hydrology of the aquifer that underlies Longstanton.

Instead of acting impartially as local planning authority, South Cambridgeshire District Council has done everything possible to facilitate the development of Northstowe regardless of the ecological impacts and has been more concerned about protecting itself from political embarrassment rather than with protecting the local environment.

Finally, last year the district council agreed to fund an independent investigation into the hydrological impacts of the Northstowe development to be carried out by HR Wallingford.

However, according to an email sent recently by HR Wallingford, Part 1 of the company's report was being withheld from publication subject to the approval of South Cambridgeshire District Council.

How can the HR Wallingford report be considered to be independent when the very officers who failed to protect the Longstanton aquifer are now responsible for signing off the HR Wallingford report?

Councillor Dr Tumi Hawkins, Lead Cabinet Member for Planning Policy and Delivery, thanked Mr Fulton for his question. She said that on behalf of Longstanton Parish Council, and with their agreement to the appointment, HR Wallingford had been commissioned to undertake a study into the matters surrounding the water levels in the Kingfisher Pond. The Council and Longstanton Parish Council had subsequently both received a draft phase 1 report from the consultants covering the conceptual model being developed to undertake the commission. Both the Parish and District Councils had been given until 24 February to offer any comments on that report. Following any comments from the Parish or District Council, she understood that the consultants would be working towards publication of their Phase 2 report drawing their conclusions from the investigation that they were undertaking.

Daniel Fulton asked whether in light of the forthcoming election for Longstanton and Northstowe councils the District Council would commit to release Phase 2 by that date so that it could be debated.

Councillor Dr Tumi Hawkins said she did not have a specific date for publication, but once available, it would be published.

The Chair thanked the public speakers for their attendance.

At this point, Councillor Nigel Cathcart having returned to the meeting following technical problems, the Chair invited him to continue his remarks under the Announcements section.

Councillor Nigel Cathcart thanked Councillor Douglas de Lacey for his chairmanship of the Council, which had been meticulous, perceptive and calm. He regretted his departure from the Council and wished him well for the future.

6. PETITIONS

No petitions had been received.

7. TO CONSIDER THE FOLLOWING RECOMMENDATIONS:

7 (a) Medium Term Financial Strategy 2021-2026 (Cabinet - 7 December 2020)

Members considered a report on the medium-term financial strategy (MFTS) for the period to 2025/2026.

Councillor John Williams, Lead Cabinet Member for Finance, presented the

report. He thanked officers for their tremendous efforts in producing the suite of financial reports in difficult circumstances because of the Covid-19 pandemic. The MFTS refresh incorporated an updated financial forecast of the risks associated with Covid -19 and of the changes made, and intending to be made, by the Government to its support for local government, including changes to the Public Works Loan Board rules. He had included the 2021/22 financial year because of the effect Covid -19 had had this financial year and the material impact it could have on future year forecasting.

Councillor Williams referred to the Service Transformation Programme and said that due to savings and additional revenue from commercial investments, the sum which would be required in savings and additional income during the coming five years was £5 million, approximately the same as it was this time last year. The Council had a healthy General Reserve balance of around £16.5 million which would enable the Council to apply some of it as revenue contributions to capital outlay reducing its Minimum Revenue Provision. He continued to anticipate that the Government would carry out a major review of local government finance next year and he continued to plan for the worst-case scenario.

Councillor Bridget Smith, Leader of the Council, thanked Councillor Williams, and commended officers for their excellent effort in producing the budget reports, at a challenging time. The MFTS ensured the council would have sufficient income to enable it to make a difference to the residents of South Cambridgeshire.

Councillor Heather Williams acknowledged the hard work of officers in producing this report in what had been a difficult year. She expressed concern that the financial forecast was not realistic and that further increased budget pressures should be anticipated than those set out in the report. For these reasons she would not support the recommendations. Financial updates on a daily basis should be provided.

Councillor Nick Wright queried the trajectory on which the Council Tax provision was calculated.

Councillor John Williams responded to the above comments. He said meeting demands for jobs and housing led to growth, and income from Council Tax was secondary. The treasury management strategy addressed the points which Councillor Heather Williams had raised in relation to the need for reserves should circumstances require them. He assured her that liquidity was sufficient.

Councillor Heather Williams said, as a point of personal explanation, she had referred to a three month figure stated in the report, and her point was that a weekly or daily figure should be provided.

Councillor John Williams said he was confident the forecasting was accurate; there were occasions when decisions to borrow rather than using reserves had been taken in specific circumstances, but those were financial decisions, not because of lack of liquidity. If Councillor Heather Williams had any concern she could raise this at any time with the Head of Finance.

Councillor John Williams proposed and the Leader seconded the recommendations as set out in the report. A vote was taken and votes were cast as follows:

In favour (26):

Councillors Henry Batchelor, John Batchelor, Anna Bradnam, Martin Cahn, Nigel Cathcart, Sarah Cheung Johnson, Gavin Clayton, Claire Daunton, Douglas de Lacey, Clare Delderfield, Peter Fane, Neil Gough, Bill Handley, Geoff Harvey, Tumi Hawkins, Pippa Heylings, Alex Malyon, Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, Hazel Smith, Aidan van de Weyer, John Williams, Eileen Wilson.

Against (12):

Councillors Ruth Betson, Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Mark Howell, Deborah Roberts, Bunty Waters, Heather Williams, Richard Williams, Nick Wright.

Abstain (0)

Council **RESOLVED** to:

- (a) Acknowledge the projected changes in service spending and the overall resources available to the Council over the medium-term.
- (b) Approve the refreshed Medium-Term Financial Strategy at Appendix A and updated financial forecast at Appendix B to the report.

7 (b) Localised Council Tax Support Scheme: 2021/22 (Cabinet - 3 February 2021)

Members considered a report on the Localised Council Tax Support scheme 2021/2022.

Councillor John Williams, Lead Cabinet Member for Finance, presented the report. He said the Localised Council Tax Support scheme, introduced in 2019, was based on banded discounts to help those on Universal Credit. The scheme had worked well and had proved its worth with the significant increase in uptake up this year from residents financially impacted by the Covid 19 pandemic. In the light of Covid 19 he intended to review the scheme in the Summer. Meanwhile the current scheme included provision to uprate it for inflation and he asked Members to support the recommendation to approve Option 1 in the report and adjust the scheme in line with the Consumer Price Index.

Councillor Hazel Smith said the administration of the scheme worked well.

Councillor Heather Williams said it was imperative to support people especially in the Covid 19 crisis. She agreed that Option1 was the best option.

Councillor John Williams proposed and Councillor Hazel Smith seconded the recommendation.

By affirmation Council **RESOLVED**:

to approve the adoption of Option 1, comprising the LCTS Income Bands scheme currently in operation, with an uprating of calculation figures in line with the Consumer Price Index.

7 (c) Capital Investment Programme (Cabinet - 3 February 2021)

Members considered a report on the Capital Programme for financial years 2021/2022 to 2025/2026.

Councillor John Williams, Lead Cabinet Member for Finance, presented the report. He said that in light of the Covid 19 pandemic and the change to the Public Works Loan Board rules, it had been necessary to re-phase the Capital Programme significantly. The total gross capital budget for this financial year had been planned to be £119,270,000, but mainly due to the impact of the pandemic on the investment strategy, it had been revised to £48,621,000. The budget was further affected by the PWLB changes going forward to 2025/2026. The total forecast spend on investments was well within the £340million limit set by the Council. He asked Members to approve the recommendation.

Councillor Dr Tumi Hawkins seconded the proposal. She thanked officers and referred to the impact of the pandemic which necessitated the changes set out in the report.

Councillor Grenville Chamberlain sought assurance as to the robustness of the desktop transformation programme and telephony project in light of current ICT issues.

Councillor Graham Cone questioned what appeared to be a lack of allocation to Planning after the year 2020/2021 and said the grants and contributions for this year seemed low.

Councillor Mark Howells asked whether the electric vehicles referred to in the report were diesel friendly and said the refuse collection figures for 2025/2026 were higher than for previous years.

Councillor Heather Williams said the level of capital investment was 27 times the Council Tax base figure. She did not support burdening the Council with that level of borrowing to fulfil the administration's political aspirations.

Councillor Deborah Roberts agreed with this comment, and said prudence was required.

Councillor John Williams responded to the points raised. He said after the current financial year, it was not proposed to use Planning funds for capital projects. Regarding grants and contributions, the report reflected the position this financial year: there had been less financial growth due to the Covid 19 pandemic, and there had been an impact also from changes to the PWLB. Regarding the telephony project, there was no connection with the ICT system. Regarding refuse vehicles, the Council had purchased vehicles on a life expectancy of five years, and when replacement was due, electric vehicles would be procured. Regarding borrowing, the Council was not borrowing beyond its means and the MTFS approved earlier showed the Council could afford the capital programme.

A vote was taken and votes were cast as follows:

In favour (25):

Councillors Henry Batchelor, John Batchelor, Anna Bradnam, Martin Cahn, Nigel Cathcart, Gavin Clayton, Claire Daunton, Douglas de Lacey, Clare Delderfield, Peter Fane, Neil Gough, Bill Handley, Geoff Harvey, Tumi Hawkins, Pippa Heylings, Alex Malyon, Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, Hazel Smith, Aidan van de Weyer, John Williams, Eileen Wilson.

Against (12):

Councillors Ruth Betson, Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Mark Howell, Deborah Roberts, Bunty Waters, Heather Williams, Richard Williams, Nick Wright.

Abstain (0)

Council **RESOLVED:**

To approve the revised Capital Programme outlined at Appendix A to the report.

7 (d) Treasury Management Strategy (Cabinet - 3 February 2021)

Members considered a report reviewing the Treasury Management Strategy and considering a refreshed version, recommended by Cabinet.

Councillor John Williams, Lead Cabinet Member for Finance, presented the report. He drew Members' attention to changes in the borrowing rules for the Public Works Loan Board (PWLB) which came into effect in November 2020, shown in red text on the report for ease of reference. These changes required the Section 151 officer to give an assurance when borrowing that the Council had reasons other than primarily for yield and that no other commercial asset was being bought for this reason, including from reserves, for the following three years. The Council's investment strategy enabled compliance with the new rules and by not pursuing Stream 1 investments he was confident the Council could take on board these rules going forward. The new rules were not retrospective so did not affect existing loans such as that to Ermine Street. Moreover, when need

for refinancing arose, existing Stream 1 purchases would be eligible for PWLB support, even if the original money had been spent on property primarily for yield. The Medium Term Financial Strategy required finding £5 million in the coming four years some of which would be found from new investments, and this aim continued to be achievable. The Investment Strategy was being revised accordingly and would be brought before Members in due course. Councillor John Williams asked Members to approve the updated Treasury Management Strategy.

Councillor Brian Milnes, Lead Cabinet Member for Environment Services and Licensing, seconded the proposal. He said the question of interest rates would become more prominent, including the prospect of negative interest rates, and it was important to be aware of the potential impact.

Councillor Sue Ellington said she was concerned that at a time of significant change in the national economic scene, the Council was investing and continuing to borrow at this level. The Council had once never borrowed; debt could burden the Council.

Councillor Heather Williams referred to liquidity and said the lesson from the pandemic was that cash was needed, for example, to pay staff. Borrowing should not be seen as a piggy bank. She asked what were the daily and weekly thresholds for liquidity.

Councillor John Williams said he was happy to provide Councillor Heather Williams with a list the Council's short-term liquidity, and she could have asked for any information before this meeting. The figure for three months was adequate at £7 million, and it was scaremongering to suggest otherwise.

Responding to Councillor Sue Ellington, Councillor John Williams said the table at annex B of the report set out the portfolio and external borrowing, and aside from the PWLB, the Council had no long-term borrowing at the moment, because it had used its cash reserves for commercial investments. There was a need to start borrowing but it was wrong to suggest this was beyond means.

Councillor Heather Williams said, as a point of explanation, she had asked for the liquidity target on daily and weekly basis three times.

The Chair said Councillor John Williams had offered to provide these figures.

A vote was taken and votes were cast as follows:

In favour (24):

Councillors Henry Batchelor, John Batchelor, Anna Bradnam, Martin Cahn, Nigel Cathcart, Gavin Clayton, Claire Daunton, Douglas de Lacey, Clare Delderfield, Peter Fane, Neil Gough, Bill Handley, Tumi Hawkins, Pippa Heylings, Alex Malyon, Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, Hazel Smith, Aidan van de Weyer, John Williams, Eileen Wilson.

Against (12):

Councillors Ruth Betson, Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Mark Howell, Deborah Roberts, Bunty Waters, Heather Williams, Richard Williams, Nick Wright.

Abstain (1):

Councillor Geoff Harvey.

Council **RESOLVED** to

Approve the updated Treasury Management Strategy attached at Appendix A to the report which set the policy framework for the Council's treasury management activity, including (i) the Treasury Management Policy Statement, (ii) Minimum Revenue Provision Policy and (iii) Treasury Indicators.

7 (e) Capital Strategy (Cabinet - 3 February 2021)

Members considered the recommendation of Cabinet and report on the revised Capital Strategy.

Councillor John Williams, Lead Cabinet Member for Finance presented the report. He said the Capital Strategy was reviewed annually and for ease of reference the changes were shown in red. He highlighted the inclusion of references to climate emergency; a commitment to conducting asset condition assessments to inform the identification of capital replacements; to take account of the changes to the PWLB rules and to conform to the new leasing Accounting Standard. With these changes he proposed the recommendations.

Councillor Aidan van de Weyer seconded the proposal to approve the recommendations and reserved his right to speak.

Councillor Heather Williams referred to the estimates of capital financing requirement. She said this indicator set limits for the net externally borrowing, and it was not "scaremongering" to ask whether the forecast capital requirement of £511,476 in 2023/20242 would go up. The Council Tax base was £10 million. This figure was 51 times that base.

Councillor Aidan van de Weyer welcomed the updated Strategy. It was vital for the long-term health of the Council and for its ability to provide services in the long term to ensure a sound financial basis for capital strategy.

Councillor Heather Williams sought to speak on a point of order, which the Chair refused.

Councillor Aidan van de Weyer continued, saying it was the Council's duty to raise funds in light of the government's failure to do so, in order to provide services in as responsible way as it could.

Councillor Deborah Roberts said the money under discussion was not the Council's money but that of the public, and the public would not run their own budgets in this way. It was an affront to blame the government.

Councillor John Williams said these were the borrowing limits and there was no intention to borrow that much. The limits were a matter for the Council to decide.

A vote was taken and votes were cast as follows:

In favour (24):

Councillors Henry Batchelor, John Batchelor, Anna Bradnam, Martin Cahn, Nigel Cathcart, Claire Daunton, Douglas de Lacey, Clare Delderfield, Peter Fane, Neil Gough, Bill Handley, Geoff Harvey, Tumi Hawkins, Pippa Heylings, Alex Malyon, Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, Hazel Smith, Aidan van de Weyer, John Williams, Eileen Wilson.

Against (12):

Councillors Ruth Betson, Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Mark Howell, Deborah Roberts, Bunty Waters, Heather Williams, Richard Williams, Nick Wright.

Abstain (0)

Council **RESOLVED:**

To approve (i) the updated Capital Strategy attached at [Appendix A](#) to the report which sets the policy framework for the development, management and monitoring of capital investment, and (ii) Prudential Indicators.

7 (f) General Fund Budget 2021/2022 (Cabinet - 3 February 2021)

Members considered the recommendation of Cabinet and report on the General Fund Budget for 2021/2022.

Councillor John Williams, Lead Cabinet Member for Finance, presented the report. He said the proposed General Fund Revenue Budget for 2021/22 aimed to continue supporting residents and businesses in recovering from the pandemic. It also took account of the Government's local government financial settlement for the coming financial year, which was dependent on councils increasing council tax bills. The net expenditure for 2021/22 to be met from Government Grants, Business Rates and Local Taxpayers was estimated at nearly £21.7 million. The probable outturn figure for the current financial year was £25.2 million. To help bridge this gap Council Tax payers were being asked to pay an extra 10 pence a week for the average Band D property, bringing their annual council tax bill to £155.31. Nevertheless, the council tax bill would continue to be in the lowest 25 per cent of all district council taxes.

Councillor John Williams said that, due to the pandemic, business rate income

had decreased and he had concerns that the long term effects of Covid 19 in terms of business failures and property devaluation might impact on Business Rate growth this coming financial year. The Council would continue participating in the Business Rates pooling arrangement with neighbouring district councils and the county council. This arrangement would deliver an estimated additional £1 million. The Council was not just relying on more money from council tax payers and had embarked on an ambitious four- year plan to transform Council service quality, better realign financial resources to business plan priorities and improve customer service. This would achieve a reduction in net expenditure of over £2.1 million. For Covid 19 the Council had set aside a contingency of a quarter of a million pounds and, as a result of a proposal by the Scrutiny and Overview Committee, Councillor Williams was pleased to incorporate into the General Fund Revenue budget a two-year post for a Welfare and Visiting Advisor to support and enhance the work of the Housing Benefits team. There was more funding for homelessness at this time of economic hardship; for land drainage when there was record-breaking rainfall due to climate change and for staffing support to maximise investment opportunities, which was key to retain financial resilience to deliver place-making and income. Councillor Williams moved the recommendations.

Councillor Peter McDonald, Lead Cabinet Member for Business Recovery, seconded the motion.

The Chair said he understood the Leader of the Opposition wished to propose an amendment.

Councillor Heather Williams proposed an amendment as follows:

1. Establish extra Planning Enforcement Support

The Council would establish an extra Planning Enforcement Officer, under a permanent contract.

2. Funding

It is proposed that the amount required of £41,600 be funded from a reduction to the budget within communications for the South Cambridgeshire magazine of £28,100, still leaving budget for 2 copies of the magazine to be printed and delivered each year and where more than one Special Responsibility Allowance is paid to a particular member, in future they receive one allowance. This will produce a saving of £13,500.

Councillor Heather Williams said those on Planning Committee were aware that planning enforcement had struggled to keep up with the need, despite best efforts. More resource was needed for enforcement. She was aware short-term provision was being made, but to restore faith, she proposed to fund this provision permanently. It would be right to reverse the decision to allow two special responsibility allowances, introduced 18 months ago, and therefore this amendment was fully costed.

Councillor Graham Cone seconded the amendment. He said the amount sought was not large but would make a big difference.

Councillor Sue Ellington spoke on the amendment. She said it was important that the Council was seen to enforce decisions, and the enforcement officers were under significant pressure.

Councillor Dr Richard Williams supported the amendment, stating that residents did not like to see lack of rules being enforced.

Councillor Dr Tumi Hawkins, Lead Cabinet Member for Planning Policy and Delivery, thanked Councillor Heather Williams for her concern regarding enforcement. Officers were to be commended for doing good work. However what residents thought should be done and what the law provided for were two different things. Currently she was looking at the Council's enforcement policy as part of an overall restructure being undertaken with the Greater Cambridge Planning Service. An area meeting with the parishes would take place so all could understand what was possible and what was not. Within the enforcement team there were seven posts, of which one was vacant. She did not consider there was a need for the amendment, as there was provision for staff to be in place.

Councillor Deborah Roberts said it would be disappointing if the amendment were not accepted. There was concern within parishes about this matter. Parishes and residents did not understand why expected enforcement action was not taken. She would support reducing the number of issues of the Council's magazine to contribute to funding extra resource, and the doubling of special responsibility allowances was not satisfactory.

Councillor Nick Wight said the enforcement team was clearly struggling and the whole point of joint planning arrangements was to make them more robust.

The Chair asked Councillor Gavin Clayton if he wished to speak, in view of his earlier internet connectivity problems. Councillor Clayton confirmed he had no comment.

A vote was taken on the amendment and votes were cast as follows:

In favour (13):

Councillors Ruth Betson, Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Douglas de Lacey, Sue Ellington, Mark Howell, Deborah Roberts, Bunty Waters, Heather Williams, Richard Williams, Nick Wright.

Against (22):

Councillors Henry Batchelor, John Batchelor, Anna Bradnam, Martin Cahn, Nigel Cathcart, Claire Daunton, Clare Delderfield, Peter Fane, Neil Gough, Bill Handley, Geoff Harvey, Tumi Hawkins, Pippa Heylings, Peter McDonald, Brian

Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, Hazel Smith, Aidan van de Weyer, John Williams, Eileen Wilson.

Abstain (1):

Councillor Gavin Clayton.

The Chair declared the amendment to have fallen.

Councillor Gavin Clayton spoke on the substantive motion. He thanked Councillor John Williams for including provision for the Visiting Advisor for Welfare and Benefits, which the Labour Group had proposed. This support was important in view of current caseloads. He queried a savings figure for Planning which had been included previously.

Councillor Heather Williams said the Council had a year ago advised a cut to the budget for Planning was necessary. That cut should be reversed. Earlier, Councillor John Williams had stated the Council could fund the capital programme, there was a budget shortfall. This was not a fully costed budget. When would the £1 million which had been cut be restored?

Councillor Ruth Betson asked, given the fragility of this budget, whether the Lead Member for Finance would guarantee the Council Tax increase would not be over £5 and therefore subject to a referendum.

Councillor Sue Ellington referred to the amount of £150K to be given for land drainage. She said she was grateful for support for her ward areas, but questioned whether the funding was sufficient in view of the need for increase clearing due to lack of road sweeping and climate change.

Councillor Grenville Chamberlain asked why the table set out at paragraph 26 of the report, setting out movements from the 2020/2021 approved budget, had been substantially remodelled since the meeting of the Overview and Scrutiny Committee at which it had recently been considered.

Councillor Mark Howell referred to a loss of £300K in the housing services provision and the rebalancing of collection rounds so that only one border was involved. He asked for assurance that the loaders would not be expected to do the work of two people, and what would happen to any staff who were no longer needed as a result.

Councillor Dr Richard Williams referred to parish precepts and asked whether these were now fixed.

Councillor Nick Wright said in recent weeks applications for huge developments at Waterbeach and Bourn Airfield had come forward. It seemed the Council was reliant on housing growth to plug a financial black hole which the administration was making.

Councillor Dr Tumi Hawkins said in response to the points raised by Councillor

Heather Williams that over £1 million which had previously been allocated to legal services had been carried over, in anticipation of a number of challenges from planning agents. It was prudent to remove that provision rather than to class it as an underspend.

Councillor Brian Milnes, Lead Cabinet Member for Environmental Services and Licensing, referring to Councillor Sue Ellington's query, said managing watercourses entailed collaboration with agencies to ensure water courses were dealt with as a whole. A new officer was in post and the team would be split into two in order to work on a scheme of collaboration with the county council and Anglia Water.

Councillor John Williams said the sum of £150K referred to by Councillor Gavin Clayton had been placed in the community and wellbeing head within the budget. Further details could be provided direct if Councillor Clayton wished. In respect of the rebalancing of the budget question from Councillor Heather Williams, it was a requirement to set a balanced budget, which this was. In previous years, surpluses had gone into reserves, and appendix A set out how these were being drawn on to achieve balance.

Regarding a referendum on council tax, this was out of the question.

Regarding the point raise by Councillor Sue Ellington, Councillor John Williams referred her to the environment agency.

Regarding the changes to the figures taken to the Overview and Scrutiny Committee, the meeting of the committee had been some weeks before and he had explained that there would be changes by the time of the Council meeting. The past 12 months had been unusual, and clearly it had taken immense effort to ensure that the budget submitted to this meeting was as good as it could be. He had introduced the summary table, which had not been provided in the past, to identify where there was increased or reduced spending, as a snapshot.

With respect to refuse rounds, Councillor John Williams said the transformation project had reviewed waste collections in order to maximise efficiency and value for money. Another area was litter-picking which was back in-house.

Regarding the parish precepts, these had now been set.

Regarding growth, there was a five year land supply based on the number of applications approved and the build out rate. Council Tax was based on this growth, which was driven by jobs and the need for new homes.

A recorded vote was taken and votes were cast as follows.

In favour (24):

Councillors Henry Batchelor, John Batchelor, Anna Bradnam, Martin Cahn, Nigel Cathcart, Gavin Clayton, Claire Daunton, Douglas de Lacey, Clare Delderfield, Peter Fane, Neil Gough, Bill Handley, Geoff Harvey, Tumi Hawkins, Pippa

Heylings, Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth, Bridget Smith, Hazel Smith, Aidan van de Weyer, John Williams, Eileen Wilson.

Against (12):

Councillors Ruth Betson, Shrobona Bhattacharya, Tom Bygott, Grenville Chamberlain, Graham Cone, Sue Ellington, Mark Howell, Deborah Roberts, Bunty Waters, Heather Williams, Richard Williams, Nick Wright.

Abstain (0)

Council **RESOLVED**

To:

- (a) Take into account the detailed budgets presented at Appendix B, and summarised at Appendix A, with an estimated General Fund Gross Operating Expenditure for 2021/2022 of £71.917 million, estimated Gross Operating Income of £49.146 million and estimated General Fund Net Operating Expenditure of £22.771 million;
- (b) Acknowledge the key factors which have led to the proposed 2021/2022 General Fund Revenue Budget, with service pressures summarised at Appendix C and offsetting efficiency savings/policy options summarised at Appendix D;
- (c) Acknowledge that the 2021/2022 General Fund Revenue Budget gross expenditure is covered by forecast income sources (assuming no change in Government grant) and, therefore, any addition(s) to expenditure that are made by the Cabinet or Council will need to be met from the General Fund Balance;
- (d) Approve the 2021/2022 General Fund Revenue Budget taking into account the statement by the Chief Finance Officer on the risks and robustness of the estimates as required under Section 25 of the Local Government Act 2003 (reproduced at Appendix F);
- (e) Set the Council Tax Requirement for 2021/2022 at £9,997,693;
- (f) Approve an increase in the District element of the Council Tax of £5 per annum, giving an average Band D Council Tax of £155.31, plus the relevant amounts required by the precepts of the Parish Councils, Cambridgeshire County Council, Cambridgeshire Police & Crime Commissioner, and the Cambridgeshire Fire Authority;
- (g) Approve the estimates of the amounts required to be made under the Non-domestic Rating (Rates Retention) Regulations 2013 as set out in paragraphs 36 to 39;

- (h) Approve the acceptance of any grants made during 2021/2022 by the Government under Section 31 of the Local Government Act 2003 in respect of Business Rates;
- (i) Approve the use of the additional income from the Business Rate Pool, estimated at £1,100,000 in 2021/2022, for transfer to the established Renewables Reserve for priority projects;
- (j) Subject to any changes to the recommendations above, Full Council approves that:
 - (i) The 2021/2022 General Fund Revenue Budget based on known commitments at this time and planned levels of Service/functions resulting in a Budget Requirement of £21.722 million;
 - (ii) The District Council Precept on the Collection Fund (Council Tax Requirement) of £9.998 million in 2021/2022 (based on the Local Government Settlement) and a Band D Council Tax of £155.31.

The Chair adjourned the meeting for a short break, from 4.20pm to 4.55pm.

7 (g) Housing Revenue Account Budget 2021/2022 (Cabinet - 3 February 2021)

Members considered the recommendation of Cabinet and report on the Housing Revenue Account (HRA) and Capital Budget 2021/2022.

Councillor John Williams introduced the report. He said the HRA budget continued to be set in the context of a 30-year business plan. The estimated HRA balance at the end of this financial year would be just over £2.5 million and while this was adequate for HRA purposes it would not be prudent to let it fall much below that figure. Appendix B of the report set out how this level would be addressed. There was no alternative to increasing council rent levels if the Council was to maintain its drive to improve customer service to its tenants and grow its social housing stock. Rents would increase by 1.5 per cent in line with Government policy and this meant that the average social rent would increase to £106.02 per week. In line with rent legislation affordable rents would continue to be no more than 80% of the market rent. He was acutely aware that some of the Council's tenants were having financial problems. and current council rent arrears had increased significantly. However, the introduction of the new Orchard housing management system should allow for targeted review of tenants' arrears and collections. He anticipated this position would improve as the nation emerged from the pandemic and the HRA budget also included support for tenants receiving Universal Credit. As to the council house building programme, external funding from section 106 commuted sums and retained right to buy receipts would be utilised as identified in the Housing Capital Investment Plan. He moved the recommendations.

The Lead Cabinet Member for Housing, Councillor Hazel Smith, seconded the motion. She said the HRA revenue budget and capital programme has been scrutinised by the Overview and Scrutiny Committee, other than where changes which were not available at that time had been incorporated. The housing stock was in good shape and the aim was to achieve zero carbon by 2050. Regarding capital spending, some areas which had been budgeted for had required less, so there had been no need to borrow to fund home building. The document set out the numbers of new council homes which had been built. An area to monitor was the amount of council tax owed, as this had gone up since last year. Councillor Hazel Smith thanked officers for their hard work and commended the report to Members.

Councillor Mark Howell said this was a good report but questioned the lower figure for the percentage of the housing stock reported as decent, compared to the previous year. He asked how many such properties there were and whether they had fallen below the standard on gas checks.

Councillor Hazel Smith confirmed the gas checks compliance was 100%.

Councillor Nigel Cathcart said he supported the strategy. Council rents had increased significantly but below housing association and market level rents, so he was happy to support the recommendations. Arrears should be treated with a sense of humanity and discretion. He declared a pecuniary interest as he rented a Council garage to store his car.

Councillor Grenville Chamberlain questioned whether this was the right time to increase rents for people on benefits.

Councillor John Williams responded to the above points. He was sympathetic to those in arrears and had had good feedback from Housing Officers regarding the early identification of tenants who were struggling.

It was **RESOLVED** by affirmation to

Housing Revenue Account (HRA): Revenue

- (k) approve the HRA revenue budget for 2021/2022 as shown in the HRA Budget Summary as presented at Appendix A;

HRA: Review of Rents and Charges

- (l) Approve that council dwelling rents for all social rented properties be increased by the Consumer Prices Index plus 1% (1.5%), in line with legislative requirements introduced as part of the Welfare Reform and Work Act, with effect from 1st April 2021;

- (m) Approve that affordable rents are reviewed in line with rent legislation, to ensure that rents charged are no more than 80% of market rent for 2021/2022. Local policy is to cap affordable rents at the lower level of Local Housing Allowance, which will result in rent variations in line with any changes notified to the authority in this level, effective from 1st April 2021;
- (n) Approve inflationary increases of 0.6% in garage rents for 2021/2022.
- (o) Approve the proposed service charges for HRA services and facilities provided to both tenants and leaseholders, as shown in Appendix D.

HRA: Capital

- (p) Approve the required level of funding for new build investment between 2021/2022 and 2025/2026 to ensure that commitments can be met in respect of the investment of all right to buy receipts currently retained or anticipated to be received by the authority for this period. This expenditure will take the form of HRA new build, with the 70% top up met by other HRA resources;
- (q) Approve the HRA Medium Term Financial Strategy forecasts as shown in Appendix B;
- (r) Approve the Housing Capital Programme as shown in Appendix C.

8. COUNCIL TAX RESOLUTION

Members considered a report on the Council Tax Resolution.

Councillor John Williams moved the recommendation and Councillor Bill Handley seconded the motion.

A recorded vote being required by legislation, a vote was taken and votes were cast as follows:

In favour (24):

Councillors Henry Batchelor, John Batchelor, Ruth Betson, Shrobona Bhattacharya, Anna Bradnam, Tom Bygott, Martin Cahn, Nigel Cathcart, Grenville Chamberlain, Gavin Clayton, Graham Cone, Claire Daunton, Douglas de Lacey, Clare Delderfield, Sue Ellington, Peter Fane, Neil Gough, Bill Handley, Geoff Harvey, Tumi Hawkins, Pippa Heylings, Mark Howell, Peter McDonald, Brian Milnes, Dawn Percival, Judith Rippeth, Deborah Roberts, Bridget Smith, Hazel Smith, Aidan van de Weyer, Bunty Waters, Heather Williams, John Williams, Richard Williams, Eileen Wilson.

Against (0)

Abstain (0)

Council **RESOLVED**:

That the Council Tax Resolution, detailed at Appendix A of the report, be approved.

9. SWAVESEY BYEWAYS RATE 2021/22

Members considered a report on the Swavesey Byways Rate.

The Lead Cabinet Member for Planning Policy and Delivery, Councillor Dr Tumi Hawkins, proposed a motion to support the recommendation of the Advisory Committee. She said the Council provided the materials for the work and that this kept costs low.

Councillor Sue Ellington said the situation had changed last year as there had been a need to identify people able to take on the work. Working with the parish council, a way forward had been agreed. She thanked all involved and seconded the motion.

Councillor Heather Williams commended Councillor Ellington's dedication and hard work.

Councillor Brian Milnes, Lead Cabinet Member for Environmental Services and Licensing said he too supported Councillor Ellington's diligence. Any change to this anomalous situation would require a change in primary legislation which would be expensive, so the way forward which had been identified was appropriate.

Councillor Dr Tumi Hawkins thanked all involved.

The Council **RESOLVED** by affirmation

To retain the level of the Swavesey Byeways rate at £1.20 per hectare for land within the charge paying area for the period 2021/22 in order to fund the required level of maintenance.

10. CALENDAR OF MEETINGS 2021/22

Councillor Anna Bradnam, Vice Chair of the Council, thanked officers for their work in producing the forthcoming civic year's timetable of meetings, and moved the recommendation.

Councillor Aiden van de Weyer seconded the motion.

By affirmation Council **RESOLVED**

To approve the Calendar of Meetings 2021/22 as set out at Appendix A.

11. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

The Chair invited Members to note the reports on the work of the Combined Authority and to comment, if any Member wished to do so.

The Leader of the Council, Councillor Bridget Smith, pointed out that she was the Council's representative on the Combined Authority Board, rather than Councillor Neil Gough, as indicated on the report. She referred to the affordable housing budget and said the sum of £45 million had yet to be released, so representations had been made to the Minister. Other matters of note included the Mayor's plans for the Cambridge Metro, for which a special purchase vehicle company would be set up.

Councillor Grenville Chamberlain said the Overview and Scrutiny Committee had met on 27 November 2020, rather than 23 November 2020.

Council **NOTED** the report on the recent meetings of the Cambridgeshire and Peterborough Combined Authority.

12. GREATER CAMBRIDGE PARTNERSHIP

The Chair of the Council invited Members to consider the report summarising the business of the Greater Cambridge Partnership.

Councillor Neil Gough, the Council's representative on the Partnership's Executive Board, summarised the work of the Board, and said he welcomed the independent audit review which had been set up in relation to the Cambourne to Cambridge Better Public Transport Project, and an independent expert was in the process of being appointed.

Council **NOTED** the report on the recent meetings of the Greater Cambridge Partnership.

13. MEMBERSHIP OF COMMITTEES AND OTHER BODIES

Members noted changes in membership made in accordance with the wishes of Group Leaders in respect of places allocated to their Groups on committees and other bodies.

The Chief Executive sought a correction to the agenda to enable Council to endorse, as well as to note, the change in officer membership of the Investment Partnership Boards.

The Leader of the Council, Councillor Bridget Smith, welcomed Councillor Sue Ellington as the Vice Chair of the Grants Advisory Committee.

Council by affirmation RESOLVED

- (a) To note and endorse the following changes in appointments and memberships of committees and substitute arrangements:
- (i) the election as Vice Chair of the Grants Advisory Committee of Councillor Sue Ellington, following the resignation of Councillor Clare Delderfield from that role;
 - (ii) the replacement of Councillor Clare Delderfield by Councillor Bill Handley as a regular member of the Grants Advisory Committee.
 - (iii) the replacement of Councillor Clare Delderfield by Councillor Steve Hunt as a substitute member of the Audit and Corporate Governance Committee;
 - (iv) The appointment of Councillor Ian Sollom to the Brexit Advisory Group, to fill a vacancy arising from the resignation of former Councillor Philip Allen.
- (b) To note and endorse that the Chief Executive has appointed the Head of Environment and Waste to the Officer representation on the Investment Partnership Boards, replacing the Chief Operating Officer.

14. QUESTIONS FROM COUNCILLORS**14 (a) From Councillor Grenville Chamberlain**

Will the Leader explain whether the recently introduced change of rules in respect of loans provided by the Public Works Loan Board would have impacted the Council's ability to borrow funds for the purpose of acquiring any of the recently purchased properties? If so, which ones?

Councillor John Williams, Lead Cabinet Member for Finance, said the changes announced by the Public Works Loan Board (PWLB) in November 2020 were not retrospective. However, had the rules been in force at the time of the Council's commercial property purchases from 2018 the Council would have been unable to fund certain purchases from PWLB borrowing. He listed the properties which would have been affected, which had been purchased from cash reserves. He referred to the criteria for PWLB support for re-financing where it was defined as a Treasury Management activity and explained that lending to Ermine Street, as set up by the previous administration, and described by that administration as having the single objective as generating income to protect council services, would have been affected by the new rules. Ermine Street had now been repurposed to deliver housing.

Councillor Grenville Chamberlain asked as a supplementary question, whether the Lead Cabinet Member for Finance could confirm a strategy in place regarding properties vacated as a result of the impact of the pandemic.

Councillor John Williams said that to his knowledge, vacancies had not changed significantly from levels at the start of this financial year.

14 (b) From Councillor Dr Richard Williams

Has the Leader, any member of Cabinet or any Senior Officer of the Greater Cambridge Planning Service held any discussions, or had any other contact, with Hill Group and/or L & Q Estates (including their representatives or agents), concerning the proposed 'Westley Green' development near Six Mile Bottom?

The Leader of the Council, Councillor Bridget Smith suggested that for future queries of this nature, a direct request be sent. She responded that no officers had met with the Hill Group, although it should be noted that it was recommended good practice to encourage early engagement with developers. She and Councillors John Williams, Aidan van de Weyer and Dr Tumi Hawkins had received a letter from the agent, in February 2021, and as this was from a former county councillor whom she knew, she had telephoned him regarding providing notification to the MP's office so that a press release could be issued. This was the extent of the conversation. Councillor John Williams had responded it was not appropriate for him to enter into discussion; Councillor Dr Tumi Hawkins had not responded and Councillor Aidan van de Weyer had responded regarding the lack of warning prior to a press release being issued.

As a supplementary question, Councillor Dr Richard Williams said the answer to his question should be public rather than in private; he expressed concern at having heard of discussions to enter into a limited liability partnership, and asked for assurance that the Council's liability was not involved.

The Leader said she knew of no such conversation. She could not predict future schemes with which the Council might be involved.

14 (c) From Councillor Shrobona Bhattacharya

Integration, equality, and diversity will face more difficulties in a "working from home" situation. What is Council doing extra to maintain the culture for equality and diversity in balance?

The Chair noted that Councillor Shrobona Bhattacharya had left the meeting and sought the advice of the Monitoring Officer regarding process.

The Monitoring Officer said the standing orders made no provision for a question without notice not to receive a response once it had been selected, despite the questioner no longer being present. A written response could be sent and appended to the Minutes.

The Chair asked that the question be set aside.

[The Leader's written response was sent after the meeting, as follows:

The Council has recently agreed and published its Equality Scheme for 2020 - 2024 which sets out our organisation's equality objectives and commitments. These enable SCDC to challenge discrimination, promote equality and help us

achieve our corporate objectives. The Equality Scheme also outlines our commitments to help promote equality and raise awareness of equality issues, including actions around disability, mental health in new communities and in the workplace and support for Gypsy and Traveller communities in the district.

The Equality Scheme sets out an action plan which includes a number of measures relating to employment of our workforce including the formation of a staff led Equality and Diversity Forum which will contribute ideas and help us to look at employment policies and working environments to ensure that they support all colleagues.

A number of events to celebrate culture and history as well as mandatory training on unconscious bias have been delivered to the workforce in the last 12 months and further events and awareness raising events are planned. All events have been online and made available to colleagues to view at a time to suit them.

In addition, the Council has signed up to the Disability Confident Scheme and has already achieved level 1 and has been continuing to work towards level 2 accreditation during the past 12 months.

Following a motion to Council in respect of Anti Racism, a Member Task and Finish group chaired by Cllr Sarah Cheung Johnson has made progress in reviewing a number of areas and a report with their recommendations will be presented to Scrutiny later this week.

Throughout the pandemic, the council has supported all officers to work from home and, when restrictions allow, to resume site and home visits. This has been achieved by following safe working practices and using risk assessments and applying safe systems of work which take account of specific requirements. Homeworking Display Screen Equipment training and assessment tools have been provided to help staff to work safely. The council engages with organisations which can help individuals with specific needs such as Access for Work. Adaptions to interviews have been made to support candidates with the online process if required. Twice weekly VLOGs from the Leadership team have also raised the importance of wellbeing, supporting colleagues and inclusion.]

14 (d) From Councillor Geoff Harvey

Last week, central government published a policy paper 'Planning for sustainable growth in the OxCam Arc.

Regarding the input by the Leader and the Chief Executive, how influential has this been in raising the profile of environmental considerations is this Government promoted major infrastructure project?

The Leader of the Council, Councillor Bridget Smith, said at the inception of Arc, the environment was expressly discussed, but she had promoted its consideration and the Minister had agreed that this aspect should have a dedicated workstream. This work was developing environmental principles and she was pleased these were now given prominence in addition to the economy.

14 (e) From Councillor Sue Ellington

Members will remember that at November's full council meeting I asked a question about where the foul water from Cambourne West would be treated. On 28th January I was concerned to receive a written reply that it would be going to Uttons Drove treatment plant at Swavesey thus putting significant strain on Uttons Drove capacity but possibly more importantly on the open drainage system which carries that additional water and pumps it into the river. That open drainage system which runs around Swavesey places a great threat of flooding to the whole village. On further investigation the Swavesey Internal Drainage Board have expressed alarm at this news as they were not consulted and I have received an email from the Flood and Risk manager for the Environment Agency Eastern Region asking me for further information as the Environment Agency were not consulted about this change.

Can the lead member explain how the decision was reached to change from Papworth to Uttons Drove without proper consultation?

The Lead Cabinet Member for Planning Policy and Delivery, Councillor Dr Tumi Hawkins, said the Council understood that Anglian Water had taken the decision that waste water from the Cambourne West development should be directed to Utton's Drove rather than to Papworth. This was an operational decision for Anglian Water and not one on which the Council or the Local Planning Authority had been consulted. Given that the Council had no role in the decision as to routing of the foul water from Cambourne West, she would advise that a discussion between Anglian Water, the Environment Agency and the Internal Drainage Board might be the most appropriate way to address any concerns.

As a supplementary question, Councillor Sue Ellington said she had been told that the outflow from Northstowe and Cambourne was one cubic metre per second and that pumping had been required around Swavesey. She asked whether the Lead Cabinet Member could convene a meeting for all parties.

Councillor Dr Tumi Hawkins said she would support seeking a solution.

14 (f) From Councillor Gavin Clayton

Can the Lead Cabinet Member for Planning Policy and Delivery please let us know who the officer is that is dealing with the application for Cambourne High St and agree to meet to discuss how we can progress the consideration of the planning application as soon as possible?

Councillor Dr Tumi Hawkins said there was, to her knowledge, no planning application, but pre-application discussions had taken place. She offered to arrange a meeting.

Councillor Gavin Clayton asked whether following disinvestment on the High Street, the Lead Cabinet Member agreed that greater community involvement

was needed.

Councillor Dr Tumi Hawkins said she wished to support communities and the High Street. A case officer had now been assigned following the departure on maternity leave of the officer who had been dealing with this matter.

15. DURATION OF MEETING - TO CONTINUE

The Chair, having sought confirmation from the Monitoring Officer that it would be appropriate to do so, proposed that the meeting continue beyond four hours' duration in accordance with Standing Order 9.

Councillor Anna Bradnam, the Vice Chair of the Council, seconded the motion.

Council **RESOLVED** by affirmation to continue the meeting beyond four hours' duration.

16. NOTICES OF MOTION

16 (a) Standing in the name of Councillor Claire Daunton

Councillor Claire Daunton moved the following motion, as set out in the agenda:

“One of the many consequences of the Covid 19 pandemic is an increase in regular and frequent goods traffic through the villages of South Cambridgeshire. This traffic ranges from small delivery vans to large articulated lorries (HGV traffic)). The increase has come about at the same time as more of our residents are cycling and walking. It has also happened at a time when the government has put forward proposals to abolish the current weight restrictions.

A number of issues are linked to these developments. The increase in traffic, especially that of HGVs, has made the roads and pavements less safe for cyclists and pedestrians; and the air pollution, noise and speed has led to increased stress for residents, with consequent mental health problems. Further, the wider use of satnavs, which encourage drivers to take the shortest routes (often rural roads), is having a cumulative effect not only on the lives of residents but also on the state of our roads. Rural roads were not built for HGVs. Where weight restrictions are in place, they are little observed and the police have indicated they are not able to enforce.

We believe the way to tackle these issues is:

- a) to encourage local communities to report HGV infringement of current restrictions;
- b) to encourage the police to take action against persistent offenders;
- c) to encourage satnav companies to incorporate the County's advisory freight routes into their systems;
- d) to encourage firms to move towards hybrid or electric vehicles as ways of cutting emissions rather than relying on heavier, longer vehicles;
- e) to encourage the installation of appropriate 20mph speed limits, along with physical highway restraints, in the areas worst affected;

f) to use planning conditions to prevent or mitigate the problems, as appropriate

This Council requests that the Leader write to the Secretary of State for Transport to request that the government take fully into account the effects of HGV traffic on rural communities, as set out above, when considering changes to current regulations on weight.

This Council requests that the Leader also write to the County Council to request that it facilitates the use of measures set out above to make our village roads safer and improve the daily lives of our residents.”

Councillor Eileen Wilson seconded the motion.

Councillor Graham Cone proposed an amendment to add the words “, and include supporting evidence of the increase referred to” to the penultimate paragraph, and to add the words “, along with supporting evidence of the increase referred to above” to the last paragraph of the motion.

Councillor Claire Daunton accepted the alteration to her motion.

Members debated the motion.

Councillor John Williams spoke in support of the motion. Trading Standards could enforce weight restriction orders, but environmental weight restrictions were difficult to enforce. This was due to the exemption for vehicles requiring legitimate access, for example, to deliver goods. Only the police could stop a vehicle, and it was difficult to restrict the movement of HGV's as they were permitted to use any classification of road for access and deliveries. Legislation did not address whether the road leading to the delivery/pick up location was suitable. This motion was a first step but a very important one not only to protect the District's rural roads but also to make them safer.

Councillor Deborah Roberts disagreed with the motion, as this was a matter for the county rather than district council. Deliveries via HGVs were needed to supply goods to shops. She dismissed support for this motion as “woke nonsense”.

Councillor Grenville Chamberlain expressed his concern that narrow lanes, used by cyclists as well as vehicles, lacked pavements and were dangerous. Development at Bourn Airfield should be postponed to address road safety. He hoped planning conditions would be used to mitigate problems and put road safety first.

Councillor Dr Richard Williams shared the concerns set out in the motion, but said the Council had recently approved two large planning applications. It should look to its own house. He asked whether there was a more practical action that could be taken, such as putting aside funds for parish councils to bid for highways initiatives.

In response to the Chair's enquiry, Councillor Dr Richard Williams confirmed he

was not proposing an amendment, as there would be complexities, but it was a suggestion to consider.

Councillor Bill Handley spoke in support of the motion, stating it was not so much about vans and lorries as about strategic routes. An example of how rural life could be adversely affected was his own ward of Willingham.

Councillor Aidan van de Weyer said rat-running was a blight and was unsafe, unpleasant and damaging to communities. There was a need to be more imaginative, such as considering speed cameras.

Councillor Eileen Wilson said the village and rural roads were not built to accommodate HGVs. The possibility of increased heavy traffic was concerning. The Council had to do its best to provide for walking and cycling. People worried about the impact of HGVs shaking their houses. There should be 20mph speed limits.

By affirmation, with Councillor Deborah Roberts abstaining, **RESOLVED**

that:

One of the many consequences of the Covid 19 pandemic is an increase in regular and frequent goods traffic through the villages of South Cambridgeshire. This traffic ranges from small delivery vans to large articulated lorries (HGV traffic)). The increase has come about at the same time as more of our residents are cycling and walking. It has also happened at a time when the government has put forward proposals to abolish the current weight restrictions.

A number of issues are linked to these developments. The increase in traffic, especially that of HGVs, has made the roads and pavements less safe for cyclists and pedestrians; and the air pollution, noise and speed has led to increased stress for residents, with consequent mental health problems. Further, the wider use of satnavs, which encourage drivers to take the shortest routes (often rural roads), is having a cumulative effect not only on the lives of residents but also on the state of our roads. Rural roads were not built for HGVs. Where weight restrictions are in place, they are little observed and the police have indicated they are not able to enforce.

We believe the way to tackle these issues is:

- a) to encourage local communities to report HGV infringement of current restrictions;
- b) to encourage the police to take action against persistent offenders;
- c) to encourage satnav companies to incorporate the County's advisory freight routes into their systems;
- d) to encourage firms to move towards hybrid or electric vehicles as ways of cutting emissions rather than relying on heavier, longer vehicles;
- e) to encourage the installation of appropriate 20mph speed limits, along with physical highway restraints, in the areas worst affected;

f) to use planning conditions to prevent or mitigate the problems, as appropriate

This Council requests that the Leader write to the Secretary of State for Transport to request that the government take fully into account the effects of HGV traffic on rural communities, as set out above, when considering changes to current regulations on weight, and include supporting evidence of the increase referred to.

This Council requests that the Leader also write to the County Council to request that it facilitates the use of measures set out above to make our village roads safer and improve the daily lives of our residents, along with supporting evidence of the increase referred to above.

16 (b) Standing in the name of Councillor Pippa Heylings

Councillor Aidan van de Weyer, the Deputy Leader (Statutory), read out the motion of Councillor Pippa Heylings, as follows:

“In its meeting of July 2019, this Council recognised that we are facing both an ecological and climate emergency and, in response, adopted Doubling Nature as a vision with one of our aims being that ‘the Council should be an exemplar for the landscape scale restoration of the natural environment’.

As a Council, we own very little land directly and, therefore, our Doubling Nature vision depends ultimately on partnerships and the sharing of a vision with communities, landowners, farmers and developers. Parts of South Cambridgeshire lie within the proposed Fens Biosphere buffer and transition zones. A [Biosphere](#) is a special status awarded by UNESCO to a unique and valuable landscape, such as the Fens. Biospheres connect people, economies and nature to secure a future where all can thrive. Following extraordinary, sustained and coordinated efforts by local (and national) stakeholder bodies, campaigners and enthusiastic members of the public, the proposed Fens Biosphere was awarded Candidate Status by UK Man and the Biosphere (UK MAB) on behalf of UNESCO in November 2019, opening the real possibility that the Fens Biosphere could become UK’s 8th UNESCO Biosphere designation; one of 714 in 129 countries, and the only lowland Biosphere in the country.

Within the proposed Biosphere buffer zone, activities will be focused on linking people, science and conservation to support the core zone of sites of specific conservation value. Such activities could include trialling new agricultural crops and techniques, encouraging communities to develop new spaces for nature and looking at how water resources can be managed on a landscape scale. As a centre of excellence and focus for a united community effort across the region, it can bring significant social, economic and environmental benefits.

In order to leap the final hurdle to gain UNESCO Biosphere designation, the Biosphere initiative needs to demonstrate the widest level of local support, including that of the local authorities. Although several local authorities within the candidate area have voiced support, it is critical that the support is demonstrated through formal endorsement. Senior proponents of the Fens Biosphere gave a passionate presentation to the Climate and Environment Advisory Committee in January along with a request for support, which was unanimously recommended

by the Committee.

This Council

- recognises the value of the Fens Biosphere and formally supports its request for UNESCO Biosphere designation;
- authorises the Leader to write formally to convey its support;
- authorises the Leader and the Chair of CEAC to champion the Fens Biosphere initiative by writing to all relevant local authorities to encourage them to do the same.”

Councillor Aidan van de Weyer said Councillor Pippa Heylings had been involved in similar initiatives in other areas and had seen the increased value of these designations to tourism, jobs, research and education. In addition to the protection which would be afforded by this measure to wetland habitats, there were opportunities for research, a framework for investment and contribution to the initiatives for zero carbon and doubling nature. He asked Members to support the proposals and moved the motion.

Councillor Martin Cahn seconded the motion.

Councillor Heather Williams proposed an amendment as follows.

To add the words “and subject to public consultation” after the words “formally supports its request for UNESCO Biosphere designation” and to add the words “subject to public consultation after the words “to write formally to convey its support”, so that the final paragraphs would read:

“This Council

- recognises the value of the Fens Biosphere and formally supports its request for UNESCO Biosphere designation and subject to public consultation;
- authorises the Leader to write formally to convey its support, subject to public consultation;
- authorises the Leader and the Chair of CEAC to champion the Fens Biosphere initiative by writing to all relevant local authorities to encourage them to do the same.”

Councillor Heather Williams said long-term change needed public support, and whilst this motion was right in principle there were questions to address. There should be public consultation.

The Chair asked for confirmation as to whether the amendment was accepted.

Councillor Aiden van de Weyer said he did not accept the amendment.

Councillor Graham Cone seconded the amendment and said gaining people’s views would give the request for designation more weight.

Councillor Aidan van de Weyer said public consultation was built into the process and the aim at this stage was to get partners on board and support these measures democratically as a council. Public engagement would follow.

A vote was taken on the amendment and votes were cast as follows:

In favour (10):

Councillors Ruth Betson, Grenville Chamberlain, Graham Cone, Sue Ellington, Mark Howell, Deborah Roberts, Bunty Waters, Heather Williams, Richard Williams, Nick Wright.

Against (22):

Councillors Henry Batchelor, John Batchelor, Anna Bradnam, Martin Cahn, Gavin Clayton, Claire Daunton, Douglas de Lacey, Clare Delderfield, Peter Fane, Neil Gough, Bill Handley, Geoff Harvey, Tumi Hawkins, Peter McDonald, Brian Milnes, Judith Rippeth, Bridget Smith, Hazel Smith, Aidan van de Weyer, John Williams, Eileen Wilson.

Abstain (0)

The Chair declared the amendment to have fallen.

Members debated the motion.

Councillor Deborah Roberts said all Members were likely to wish to see improvements in the quality of the place in which they lived, but the Council could not conquer the world. This motion was virtue-signalling and hypocritical in light of recent large planning application approvals.

The Chair asked Councillor Deborah Roberts to keep to the matter under debate.

Councillor Deborah Roberts said others had been permitted to speak more widely. She concluded by saying the Council took no notice of residents.

Councillor Martin Cahn asked Members to support the motion. There were three designated biosphere areas in the UK, and the Fens was an ideal candidate for such designation.

A vote being taken by affirmation, with one vote against (Councillor Deborah Roberts) and no abstentions,

Council **AGREED** the following motion:

In its meeting of July 2019, this Council recognised that we are facing both an ecological and climate emergency and, in response, adopted Doubling Nature as a vision with one of our aims being that 'the Council should be an exemplar for the landscape scale restoration of the natural environment'.

As a Council, we own very little land directly and, therefore, our Doubling Nature vision depends ultimately on partnerships and the sharing of a vision with communities, landowners, farmers and developers. Parts of South Cambridgeshire lie within the proposed Fens Biosphere buffer and transition zones. A [Biosphere](#) is a special status awarded by UNESCO to a unique and

valuable landscape, such as the Fens. Biospheres connect people, economies and nature to secure a future where all can thrive. Following extraordinary, sustained and coordinated efforts by local (and national) stakeholder bodies, campaigners and enthusiastic members of the public, the proposed Fens Biosphere was awarded Candidate Status by UK Man and the Biosphere (UK MAB) on behalf of UNESCO in November 2019, opening the real possibility that the Fens Biosphere could become UK's 8th UNESCO Biosphere designation; one of 714 in 129 countries, and the only lowland Biosphere in the country.

Within the proposed Biosphere buffer zone, activities will be focused on linking people, science and conservation to support the core zone of sites of specific conservation value. Such activities could include trialling new agricultural crops and techniques, encouraging communities to develop new spaces for nature and looking at how water resources can be managed on a landscape scale. As a centre of excellence and focus for a united community effort across the region, it can bring significant social, economic and environmental benefits.

In order to leap the final hurdle to gain UNESCO Biosphere designation, the Biosphere initiative needs to demonstrate the widest level of local support, including that of the local authorities. Although several local authorities within the candidate area have voiced support, it is critical that the support is demonstrated through formal endorsement. Senior proponents of the Fens Biosphere gave a passionate presentation to the Climate and Environment Advisory Committee in January along with a request for support, which was unanimously recommended by the Committee.

This Council

- recognises the value of the Fens Biosphere and formally supports its request for UNESCO Biosphere designation;
- authorises the Leader to write formally to convey its support;
- authorises the Leader and the Chair of CEAC to champion the Fens Biosphere initiative by writing to all relevant local authorities to encourage them to do the same.

17. **STANDING IN THE NAME OF COUNCILLOR GEOFF HARVEY**

Councillor Geoff Harvey moved a motion as follows:

“Fossil fuel divestment was once viewed as a moral undertaking; now it is as much about reducing financial risk. In October last year, Cambridge University finally announced its aim to have no meaningful exposure to fossil fuels in its investment funds by 2030. A [University report](#) summarised the long-running debate and included this recollection from visiting American environmentalist, Bill McKibben that *Exxon built rigs to account for climate change-related sea rise while funding climate change denialism research (Oreskes and Conway 2010).* He commented “*intellectual dishonesty on that scale would get you kicked out of Cambridge in a minute*”. But alongside the moral arguments, were those of sound finance: ‘*Overall, there is little evidence to suggest that a global portfolio invested to exclude fossil fuels would underperform one that included them and such a portfolio might avoid the volatility that is likely to affect the fossil fuel sector in the coming years.*’

It has been calculated that were oil companies to extract all oil in their existing developed reserves (oil fields), this alone, when burnt, would use up the

remaining available carbon budget before [breaching 1.5 degrees Celsius global temperature rise compared to preindustrial levels](#). Yet oil companies continue with oil exploration. Last year, [BP announced a £14billion asset write-down](#) acknowledging a shift towards renewable energy. There is a real risk of remaining invested in assets that will become *stranded assets*; the ownership of oil reserves that will now have to remain in the ground. [In 2015, UK local authority pension funds lost nearly £700million](#) when the market for coal collapsed. [Mark Carney, the governor of the Bank of England, issued a blunt warning in 2015](#) that investors, like pension funds faced “*potentially huge*” losses as action on climate change could make vast reserves of oil, coal and gas “*literally un-burnable*”.

This Council has declared a climate and ecological emergency. We now know Investments in fossil fuels are not only harmful to the environment but also put the sustainable future of pensions at risk.

In December last year, the National Climate Change Committee released a paper ‘Local Authorities and the Sixth Carbon Budget’. It lists 9 ‘*overarching priorities*’ for local authorities and one of these relates to pensions schemes investments. ‘*Local authority pension funds should disclose their approach to assessing and managing climate risks and should consider investing in Net Zero aligned schemes within their legal duties.*’ This aligns with Clause 124 of the Pension Schemes Bill currently before Parliament where the Act is likely to mandate larger private sector pension schemes to manage climate change as a financial risk and to report publicly on how so.

We note from the Investment Strategy Statement of the Cambridgeshire County Council Pension Fund, ‘*The Fund supports the principles of the [Financial Reporting Council] UK Stewardship Code and is working with the Fund’s advisers with the intention to sign up to the Code.*’”

Councillor Geoff Harvey said Trinity College and others had announced the intention of divesting from fossil fuel investment recently. There was a debate on the plane of both morality and finance. Research showed oil investment did not confer particular advantage and was in fact a risk. He asked Members to support aligning moral, fiduciary and legal obligations under climate change legislation by voting for this motion.

Councillor John Williams, Lead Cabinet Member for Finance, seconded the motion. He said the UK’s biggest pension fund had begun divesting from fossil fuels, as had a number of others. This was not easy to do, but that should not deter the Council from setting the ball rolling. It was in the financial interest of future local government pensioners that local authorities start divestment and he asked that Members support this first step.

Councillor Dr Richard Williams said a good case for divestment had been made but the motion should have the courage of its convictions and call for divestment of the pension fund.

Councillor Deborah Roberts said she was at a loss as to what the Council intended. There were two sides to this matter, morality was a distraction and it was not as simple as being more green and, as shown in places such as Texas, the world was not ready for oil divestment. Trinity College had been bullied into

divestment. The real problem was population level, which had been recognised by China.

The Leader, Councillor Bridget Smith, objected to what appeared to be a derogatory reference to Chinese people.

The Chair accepted this objection and said Councillor Deborah Roberts had run out of time to speak.

Councillor Deborah Roberts clarified she had not spoken of the Chinese in derogatory terms.

Councillor Gavin Clayton said Trinity College was unlikely to succumb to bullying given its wealth and position. He agreed with the motion and also with the point that it should go further in calling for the pension fund to divest from fossil fuel investment.

Councillor Dr Tumi Hawkins said objections raised to the motion were disappointing; the question of divestment could be put; and reference to Texas was not a like comparison. She supported the motion.

Councillor Brian Milnes said the Council's recognising that the pension fund should divest would give a strong signal on behalf of residents. The antediluvian views expressed were not representative.

Councillor Martin Cahn said the pension fund committee had a green orientation but needed the support of participant local authorities. It had a duty to its pension holders, so this motion was appropriate for this council to endorse. He agreed that the motion should include a call to divest.

Councillor Heather Williams said she supported the motion but agreed it should call for divestment. She added that not everyone agreed but everyone who wished to express an opinion should be able to do so.

The Chair said there were rules of debate and all were free to express themselves as they wished elsewhere.

Councillor Anna Bradnam, Vice Chair, asked whether Councillor Geoff Harvey should be invited to change the wording of the motion.

Following consideration of options to amend the wording, Councillor Geoff Harvey agreed to wording suggested by the Chief Executive to add the words "including the issue of divestment," to the last paragraph of his motion. Councillor John Williams as seconder agreed to this alteration.

A vote being taken by affirmation, with one vote against (Councillor Deborah Roberts),

Council **AGREED** the following motion:

Fossil fuel divestment was once viewed as a moral undertaking; now it is as much about reducing financial risk. In October last year, Cambridge University finally announced its aim to have no meaningful exposure to fossil fuels in its investment funds by 2030. A [University report](#) summarised the long-running debate and included this recollection from visiting American environmentalist, Bill McKibben that *Exxon built rigs to account for climate change-related sea rise while funding climate change denialism research (Oreskes and Conway 2010).* He commented *“intellectual dishonesty on that scale would get you kicked out of Cambridge in a minute”*. But alongside the moral arguments, were those of sound finance: *‘Overall, there is little evidence to suggest that a global portfolio invested to exclude fossil fuels would underperform one that included them and such a portfolio might avoid the volatility that is likely to affect the fossil fuel sector in the coming years.’*

It has been calculated that were oil companies to extract all oil in their existing developed reserves (oil fields), this alone, when burnt, would use up the remaining available carbon budget before [breaching 1.5 degrees Celsius global temperature rise compared to preindustrial levels](#). Yet oil companies continue with oil exploration. Last year, [BP announced a £14billion asset write-down](#) acknowledging a shift towards renewable energy. There is a real risk of remaining invested in assets that will become *stranded assets*; the ownership of oil reserves that will now have to remain in the ground. [In 2015, UK local authority pension funds lost nearly £700million](#) when the market for coal collapsed. [Mark Carney, the governor of the Bank of England, issued a blunt warning in 2015](#) that investors, like pension funds faced *“potentially huge”* losses as action on climate change could make vast reserves of oil, coal and gas *“literally un-burnable”*.

This Council has declared a climate and ecological emergency. We now know Investments in fossil fuels are not only harmful to the environment but also put the sustainable future of pensions at risk.

In December last year, the National Climate Change Committee released a paper ‘Local Authorities and the Sixth Carbon Budget’. It lists 9 *‘overarching priorities’* for local authorities and one of these relates to pensions schemes investments. *‘Local authority pension funds should disclose their approach to assessing and managing climate risks and should consider investing in Net Zero aligned schemes within their legal duties.’* This aligns with Clause 124 of the Pension Schemes Bill currently before Parliament where the Act is likely to mandate larger private sector pension schemes to manage climate change as a financial risk and to report publicly on how so.

We note from the Investment Strategy Statement of the Cambridgeshire County Council Pension Fund, *‘The Fund supports the principles of the [Financial Reporting Council] UK Stewardship Code and is working with the Fund’s advisers with the intention to sign up to the Code.’*

We further note: this Code requires *‘Signatories systematically integrate stewardship and investment, including material environmental, social and governance issues, and climate change, to fulfil their responsibilities.’*

The Pension Fund Committee, in partnership with Investment Sub Committee and Local Pension Board decides pensions investment strategy. Nevertheless, SCDC staff pensions are part of a Defined Benefits scheme, meaning that SCDC has a financial interest in the long-term efficiency of the fund since any future shortfall, including by failure to recognise any risks (or investment opportunities)

associated with climate change, would be set against a balance sheet liability. Fiduciary obligations are aligned with the UK's legal obligation to meet its climate goals. As [a UK's Pension Minister said of the Climate Change Act](#): *"This legislation commits the UK to a path that pension funds must play a massive role in"* which means no longer helping fund oil production and exploration and keeping within the remaining carbon budget.

This Council

- Asks the Chief Executive to write to the Pension Fund Committee, Investment Sub

Committee and Local Pension Board jointly, to request how they, on behalf of SCDC

as an employer, intend to manage the effects of climate change as a financial risk to

their investments, including the issue of divestment, and how this will be reported.

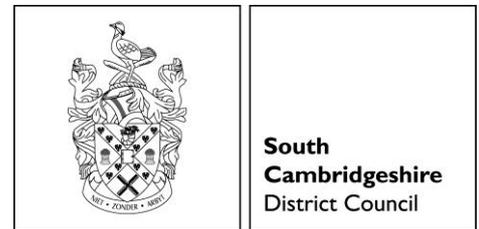
18. CHAIR'S ENGAGEMENTS

Council noted the Chair's attendance at the engagements as set out on the agenda.

The Meeting ended at 7.11 p.m.

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Agenda Item 9a



REPORT TO: Council

15 April 2021

LEAD CABINET MEMBER: Councillor John Williams

LEAD OFFICER: Head of HR and Corporate Services

Pay Policy Statement

Executive Summary

1. This report appraises members of the requirements of the Localism Act in relation to a pay policy statement.
2. It covers the posts of chief executive, chief operating officer, joint service director, assistant directors and heads of service.
3. Employment and Staffing Committee, at its meeting held on 15 March 2021, considered the Pay Policy Statement for 2021 and recommended its adoption by Council

Key Decision

No

Recommendations

1. It is recommended that, as recommended by Employment and Staffing Committee, the Council approves of the Pay Policy Statement for 2021.

Reasons for Recommendations

2. The Pay Policy has been reviewed and updated with 2020/2021 pay and organisational structures and job titles.
3. The Localism Act 2011 (s38 to 40) requires the council to approve and publish an annual pay policy statement.

Details

4. The Hutton Review of Fair Pay (2011) recommended a requirement to openly compare the policies on remuneration for chief officers, and details of how decisions are made about the salaries of the highest paid officers and how that relates to the lowest paid.
5. The Localism Act 2011 requires English local authorities to produce, approve and publish a Pay Policy Statement for each financial year. The statement must be approved by Full Council and must include pay and other remuneration for chief officers and other employees, including the lowest paid.
6. Statutory guidance on the Localism Act refers to openness and accountability in local pay and seeks to achieve pay fairness in the public sector by increasing transparency relating to pay and tackling disparities between the lowest and the highest paid within the public sector.
7. Remuneration includes pay, charges, fees (such as returning officer fees), allowances, payment of professional subscription, and benefits in kind, pension, termination payments, performance bonus and severance payments. The statement includes the authority's approach to the re-employment of senior officers.
8. The council's strategy must be one of balancing between securing and retaining high-quality employees whilst maintaining pay equality and avoiding excessive pay rates. In approving this policy, the authority must be satisfied that it is workable, affordable and reasonable and, that it will instil public confidence.
9. The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 require larger private and public sector employers (250+ employees) to report annually the difference between the mean and median average hourly rate of pay for male and female employees, gender bonus gap and the number of men and women across salary quartiles. The council publishes this information on the Government website and on its own website.
10. The Pay Policy statement would normally be approved by Council by the end of March each year. There has been a delay in the publication of this year's statement due to uncertainty in relation to the requirement to publish gender pay data, also due in March each year and included in the Pay Policy statement. Members may be aware that due to the impact of Covid in 2020, Government decided to cancel the requirement to calculate and publish this data in 2020. There was an expectation amongst employers that Government would reinstate the requirement for organisations to report again in March 2021 however the Equality and Human Rights Commission (EHRC) have very recently announced that gender pay gap reporting for the 20/21 reporting year (which uses a snapshot date of 31 March 2020) will not begin until 5 October 2021.

Implications

Financial

11. Salaries referred to in the pay policy statement are within current budgets.

Legal

12. The Localism Act 2011 requires the council to have a pay policy statement.
13. The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 require larger private and public sector employers (250+ employees) to report annually.

Staffing

14. Pay and benefits for council employees remains a key element in terms of attracting and retaining talent and therefore delivering first class services. The council's pay and reward strategy has been developed to ensure that employee pay is based on a fair and transparent evaluation process.

Equality and Diversity

15. The council's pay grade structure and job evaluation method meets the requirements of the Equalities Act.

Consultation responses

16. Trade unions were fully involved in the Job Evaluation project (2008–2012) and were consulted throughout the process of achieving the Single Status Agreement and pay and grading structures. Employees were consulted and balloted on the Single Status Agreement, which details the council's approach to pay, benefits and terms and conditions of employment.
17. The council formally recognises GMB and Unison for the purpose of consultation and negotiation. Trade unions consult with their members on the terms of the annual pay deal.

Effect on Council Priority Areas

A modern and caring Council

18. The council aims to be the 'employer of choice' and attract and retain the best talent by offering fair and transparent pay and reward benefits to its employees. It has a strong commitment to equality, personal and professional development and family friendly policies.

Background Papers

The following background papers were used in the preparation of this report:
Local Government Association and ALACE guidance dated November 2011

DCLG Code of recommended practice for Local Authorities on transparency September 2011

The Equalities Act 2010 (Specific Duties and Public Authorities) Regulations 2017

www.gov.uk/government/consultations

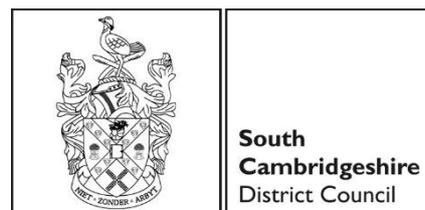
www.gov.uk/government/publications/openness-and-accountability-in-local-pay-supplementary-guidance

Appendices

Appendix A: Pay Policy Statement

Report Author:

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Pay Policy Statement 2021

Introduction

This Pay Policy statement covers the posts of chief executive, chief operating officer, joint director, assistant directors and heads of service.

The Localism Act 2011 ('the Act') requires English local authorities to produce a pay policy statement for each year. The Act states that the policy must include the council's approach to pay and other remuneration for senior managers, chief officers and other employees, including the lowest paid.

The Act defines remuneration widely, to include pay, charges, fees, allowances, benefits in kind, pension and termination payments.

The pay policy statement:

- must be approved formally by Full Council by the end of March each year
- can be amended during the year

Scope

The Pay Policy Statement applies to the following posts at South Cambridgeshire District Council:

- Chief Executive (Head of the Paid Service)
- Chief Operating Officer
- Joint Director (Greater Cambridge Planning Service)
- Assistant Directors (Greater Cambridge Planning Service)
- Heads of Service

Part 1 Pay and Benefits

1.1 Salary

The 2020/2021 salary scales for the above posts are presented in the table below

	Pay point £					
Chief Executive	116,816	120,154	123,490	126,828	130,166	133,503
Chief Operating Officer	94,566	97,903	101,240	104,576	107,915	111,253
Joint Director	94,566	97,903	101,240	104,576	107,915	111,253
Assistant Director	64,210	66,494	68,774	71,056	73,338	75,619
Head of Service	64,210	66,494	68,774	71,056	73,338	75,619

1.2 Pay Awards

The council has local arrangements for the negotiation of annual pay awards with trade unions formally recognised by the council, namely GMB and Unison.

Reference is made to the nationally negotiated pay award for chief executives, chief officers and other local government employees. The national negotiating bodies are:

- Joint Negotiating Committee for Chief Executives (JNC)
- Joint Negotiating Committee for Chief Officers (JNC)
- National Joint Committee for Pay and Conditions of Service for Local Government (NJC)

The council will also have regard to the Living Wage Foundation hourly rate when it agrees annual pay awards for its staff each year. The council, however, does not intend to seek formal accreditation from the Living Wage Foundation.

1.3 Terms and Conditions of Employment

Terms and conditions of employment for the chief executive are determined in accordance with collective agreements, negotiated by the Joint Negotiating Committee for Chief Executives.

Terms and conditions of employment for the chief operating officer are determined in accordance with collective agreements, negotiated by the Joint Negotiating Committee for Chief Officers.

Terms and conditions of employment for the joint director, assistant directors, heads of service and all other employees are determined in accordance with collective agreements, negotiated by the National Joint Committee for Pay and Conditions of Service for Local Government.

These are supplemented by local collective agreements reached with trade unions formally recognised by the council and by the rules of the council.

1.4 Remuneration on Recruitment

The Council will approve the appointment of the Head of the Paid Service, Chief Finance Officer (Section 151) and Monitoring Officer (statutory appointments) following a recommendation by the Employment and Staffing Committee or sub-committee of the council, which must include at least one member of the Executive. Full Council may only make or approve the appointment of these posts where no well-founded objection has been made by any member of the Executive. The salary on recruitment will be within the current salary range of these posts at that time.

Employment and Staffing Committee or Sub-Committee of the Council, which must include at least one member of the Executive, will appoint a chief operating officer and joint director. An offer of employment as chief operating officer or joint director can only be made where no well-founded objection from any member of the Executive has been received. The salary on recruitment will be within the current salary range of these posts at that time.

Appointment of assistant directors and heads of service is the responsibility of the chief executive or his/her nominee and may not be made by councillors. The salary on recruitment will be within the current salary range of these posts at that time.

Rules governing the recruitment of the chief executive, chief operating officer, joint directors and all other staff are set out in the Council's constitution in section: Part 4 Rules of Procedure - Officer Employment Procedure Rules.

1.5 Bonus Payments

There are no bonus arrangements payable to the chief executive, chief operating officer, joint director, assistant directors or heads of service.

1.6 Progression through Pay Grades

The salary of employees within the scope of this policy rises by increments to the top point of their salary grade, subject to good performance. Progression through the pay grade is determined by assessment of the employee's performance against competencies and objectives in line with the Council's Performance and Development Review (PDR) process.

1.7 Salaries over £100,000

The posts of chief executive, chief operating officer and joint director are the only posts that carry salaries of over £100,000.

1.8 Publication of salary data

Salary data for the chief executive, chief operating officer, joint director, assistant directors and heads of service is published on the council's website.

For the chief executive, chief operating officer, joint directors this includes name, job title, actual salary, expenses and any election fees paid. For assistant directors and heads of service this includes salary by post title.

This pay policy statement once approved by Full Council is published on the council's website under [Senior Staff salaries](#)

1.9 Expenses

The expenses which may be payable to the chief executive, chief operating officer, directors, or head of service (and all other employees) are as follows:

- Car/Motorcycle/Bicycle/Passenger allowance – these are stated in the Council's Mileage policy (HMRC rates)
- Re-imbursment of travel and subsistence – this is in accordance with the council's stated policy
- Payments under the eye test scheme as stated within the council's Health & Safety policy
- One professional subscription per annum

Part 2 Recruitment and Retention Policies

2.1 Market Factor Supplements and Golden Hellos

There are occasions when the salary determined by the grading for a post results in an inability to successfully recruit to or retain staff in specific posts or occupational areas, this may be due to fluctuations in the job market supply.

These recruitment and retention problems can affect ability to deliver services to our residents. In such cases it may be appropriate to pay a Golden Hello and/or market supplement in addition to the salary where there is evidence to justify that market factors are the "material reason" for the post attracting a higher rate of pay than other posts graded similarly. Any Golden Hello or additional market supplement will be made in accordance with the council's Golden Hello or Market Factor Supplement policy.

2.2 Relocation scheme

The council has an agreed relocation scheme (based on HMRC rates and guidance). The scheme is aimed at enabling recruitment to reach a wide pool of talent and to assist successful job applicants to relocate to the area.

2.3 Other Benefits

The council's childcare voucher scheme was closed to new members from October 2018, the scheme has been replaced by a Government tax-free childcare scheme. Employees who were members of the childcare voucher scheme prior to the closing date will remain able to use the scheme until such time as they change job or employer or the council stops supporting the scheme. This scheme is delivered in conjunction with Vivup/Fideliti as the provider.

Employees within the scope of this policy are entitled to participate in the council's Cycle for Work scheme whereby employees can sacrifice part of their salary to lease cycles for travel to work. The amount sacrificed is exempt for income tax and national insurance contributions and therefore represents a saving for participating employees.

Part 3 Severance Payments and Support

3.1 Severance payments

Severance payments are made in accordance with the council's Organisational Change and Redundancy policy and are calculated in the same way for all staff.

Employees with more than two years continuous service will be entitled to redundancy pay in line with local government guidelines and statutory calculations. Where the employee is entitled to a redundancy payment, the calculation is based on the employee's actual weekly pay (in line with maximum salary limits).

The council provides career counselling and out placement support for employees facing redundancy, this includes job search and interview skills and other individual support.

Settlement agreements will only be used in exceptional circumstances where they represent best value for the Council.

Part 4 Pension and Pension Enhancements

4.1 Local Government Pension Scheme

All employees within the scope of this policy are entitled to and, receive pension contributions from the Local Government Pension scheme (LGPS). This is a contributory scheme and employees contribute between 5.5 and 12.5% of their salary to the scheme. Changes to the LGPS regulations were implemented in April 2014, and this amended contribution rates and changed the scheme from a final salary scheme to a career average (CARE) scheme.

The employer contribution rate is currently 17% i.e. the council contributes 17% of pensionable pay to the pension of a member of staff within the pension scheme. The rate of 17% is the same for all staff. The rate is reviewed every 3 years following a valuation of the fund by the appointed actuaries.

Part 5 Election Fees

5.1 The Returning Officer

The Returning Officer is the person who has the overall responsibility for the conduct of elections. The Returning Officer is an officer of the council who is appointed under the Representation of the People Act 1983. Although appointed by the council the role of the Returning Officer is one of a personal nature and distinct and separate from their duties

as an employee of the council. Elections fees are paid for these additional duties and they are paid separately to salary.

The chief executive is the council's Returning Officer.

Fees for District elections are set locally and are currently £373.72 per contested ward and £55.20 per uncontested ward.

The fees for Parliamentary, Police Commissioner, national referendums and European elections are set by the Government.

The fees for County Council elections are set by the County Council. The fees for the Combined Authority Mayoral election are set by the combined authority.

Fees for Parliamentary, European elections and district elections are pensionable.

Other officers, including senior officers within the scope of this policy, may receive additional payment for specific election duties.

Part 6 Pay Gap Reporting

6.1 Relationship to Lowest Paid Employees

The lowest pay grade of the council's pay structure is Grade 1. For this reason we have chosen staff employed (excluding apprentices) in Grade 1 as our definition of the 'lowest paid' for the purposes of this policy. Ratios are based on base salary and do not include other payments such as overtime.

Grade 1 pay values range from £14,603 to £16,948 per annum.

The council, as part of annual pay negotiations in 2020, introduced a minimum hourly rate of £10 per hour and adjustments to pay for the lowest paid were made at this time to reflect the minimum of £10 per hour. Therefore, the annual salary for the lowest paid employee (excluding apprentices) is currently £19,291 per annum (pro rata for part time). This has resulted in Grade 1 being used solely for Apprentices.

The chief executive's salary grade ranges from £116,816 to £133,503

The current ratio between the highest and the lowest pay points is **1:6.9**

The current ratio between the chief executive's current salary and the lowest paid employee is **1:6.9**

The council does not have a policy on maintaining or reaching a specific pay ratio between the lowest and highest paid staff.

The gender balance of the highest grades (staff in post at 30 June 2020) of SCDC earners is 54% females to 46% males.

6.2 Gender Pay Gap Reporting

In 2017 equality regulations were introduced on Gender Pay reporting. South Cambridgeshire District Council is required to publish information under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017. The definitions and types of information to be reported are defined in the regulations and to aid understanding the definitions are shown below, together with the data. The council's date was last reported in March 2019.

The Government advised that for 2020 they did not require the data to be produced or reported and published on the Government's portal due to council resources being diverted to Coronavirus effort.

Mean Gender Pay Gap based on 2019 figures

The difference between the mean hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees. This is shown as a percentage.

The mean gender pay gap is - **6.61%** in favour of females

A **mean** average involves adding all the numbers and dividing the result by how many numbers were in the list.

Median Gender Pay Gap based on 2019 figures

The difference between the median hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees. This is shown as a percentage.

The median gender pay gap is -**19.48%** in favour of females

A median average involves listing all the numbers in numerical order. If there is an odd number of results, the median average is the middle number. If there is an even number of results, the median will be the mean of the two central numbers.

Median Bonus Gender Pay Gap

The median bonus gender pay gap is not applicable as we do not pay bonuses.

Proportion of males and females in each quartile pay band based on 2019 figures

This calculation requires an employer to show the proportions of male and female full-pay relevant employees in quartile pay bands, which is done by dividing the workforce into four equal parts.

There are four sections (called quartiles) with an equal number of employees in each section (or as close as possible to this). The quartiles (from the lowest to highest) are

called the lower quartile, the lower middle quartile, the upper middle quartile, and the upper quartile.

Quartile	Female	Male	Grand Total	Female %	Male %
Lower Quartile	34	102	136	25.00%	75.00%
Lower Middle Quartile	77	60	137	56.20%	43.80%
Upper Middle Quartile	84	53	137	61.31%	38.69%
Upper Quartile	77	60	137	56.20%	43.80%

The mean and median figures above reflect the fact that the Council's workforce in the bottom quartile is mainly male as the council directly employs refuse operatives and drivers in a shared service for two Councils (SCDC and Cambridge City Council).

7.0 Tax Avoidance

The Council takes tax avoidance seriously and will seek to appoint individuals to vacant positions using normal recruitment procedures on the basis of contracts of employment and, apply direct tax and National Insurance deductions from pay through the operation of PAYE.

Where consultants are recruited the Council will seek to avoid contractual arrangements which could be perceived as being primarily designed to reduce significantly the rate of tax paid by that person, such as paying the individual through a company effectively, controlled by him or her.

These principles will be embedded in contract clauses and guidance for managers when employing consultants.

8.0 Re-engagement of former South Cambridgeshire District Council staff within the scope of this policy

8.1 Recruitment

All permanent or fixed term posts are advertised in accordance with the council's recruitment policies and appointment is made on merit, in accordance with the rules governing the recruitment of the chief executive, chief operating officer, joint directors, assistant directors and heads of service set out in the council's constitution in section: Part 4 Rules of Procedure - Officer Employment Procedure Rules.

Interim management appointments are made in accordance with the council's procurement policies and the provisions for contract for services.

8.2 Chief Executive, Executive Director, Directors

The council will not normally re-engage under a contract of services or re-employ any individual who has previously been employed by the Council and, on ceasing to be employed, is in receipt of a severance or redundancy payment or agreement which includes the early release of pension.

9.0 Apprentices

The Council engages a number of apprentices. The apprentice roles are either:

- Existing posts within service area structures which are advertised as apprenticeship opportunities at Level 2 and 3, normally Business Administration and Customer Service
- 2-year fixed term posts funded specifically for apprenticeships at Level 2 and 3, normally Business Administration and Customer Service
- Supervisory and Management apprenticeships for employees who are identified for development in the current roles and for future roles. The council launched a management apprenticeship scheme in 2019, the first cohort commenced in January 2020.

10.0 Publication of the Pay Policy Statement

This pay policy statement once approved by Full Council will be published on the Councils website.

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Agenda Item 10

Agenda Item: 10(a)



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

JAMES PALMER
CAMBRIDGESHIRE &
PETERBOROUGH MAYOR

Cambridgeshire & Peterborough Combined Authority

Reports from Constituent Council Representatives on the Combined Authority

Audit and Governance Committee
5 March 2021
Councillor Tony Mason

Overview and Scrutiny Committee
22 February 2021
Councillor Grenville Chamberlain
Councillor Peter Fane

The above meetings have taken place in February and March 2021.

Audit and Governance Committee – 5th March 2021

The Audit and Governance Committee met on 5th March 2021; the decision summary is attached as Appendix 1.

Overview and Scrutiny Committee – 22nd February 2021

The Overview and Scrutiny Committee met on 22nd February 2021; the decision summary is attached as Appendix 2.

The agendas and minutes of the meetings are on the Combined Authority's website – Link in the appendices.

Audit and Governance Committee Decision Summary

Meeting: 5th March 2021

Agenda/Minutes: [Audit and Governance Committee – 5 March 2021](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1	Apologies and Declarations of Interests	No apologies received. There were no declarations of interest.
2	Chair's Announcements	The Committee noted announcements made by the Chair.
3	Minutes of the Previous Meeting and Action Notes	The Minutes were approved as a correct record and the actions from the previous meeting noted.
4	Assurance Framework	<p>The Committee received the Assurance Framework report which asked members to approve and recommend the revised draft of the Assurance Framework to the Combined Authority Board, and to delegate to the Chief Legal Officer and Monitoring Officer (in consultation with the Chair of Audit and Governance, the making of any minor amendments following any further comments received from MHCLG</p> <p>The Committee RESOLVED:</p> <p>i) to approve and recommend the revised draft of the Assurance Framework to the Combined Authority</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		<ul style="list-style-type: none"> ii) request that the concerns of the committee were noted around the Business Board adherence to the Nolan Principles as outlined within the document with reference to holding their meetings in private unless determined by the Chair and would recommend that the word 'not' be removed at point 4.1.7 to change the statement to read: 4.1.7: All other meetings of the Business Board shall be open to the public unless determined otherwise by the Chair. iii) that a proposal outlining how the Combined Authority would address the oversight arrangements for Trading Companies going forward and demonstrate how these would be effective; drawing on real examples from Nottingham and Croydon Councils would be brought to the next meeting. iv) to request that how internal controls around trading companies would operate should be included within the Annual Governance Statement.
5	Revision to Constitution – Housing Committee	<p>The Committee received the report which requested that the Audit and Governance Committee as the custodians of the Combined Authority Constitution consider and comment on a recommendation from the Housing and Communities Committee.</p> <p>The Committee RESOLVED:</p> <ul style="list-style-type: none"> i) That all amendments to the constitution should be received and reviewed when the committee reviewed the constitution which would be done in July. ii) That the committee would feedback that it felt that the Culture and Tourism portfolio would be better placed within the Combined Authority

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		Board or an alternative executive committee rather than the Business Board.
6	Capital Investment Strategy	<p>The Committee received the report which asked them to review the proposed Capital Strategy for 2021/22</p> <p>The Committee noted Capital Strategy for 2021/22.</p>
7	External Audit – Outline Audit Plan	<p>The Committee received the report which provided the Committee with EY's outline audit plan for the 2020/21 financial statements.</p> <p>The Committee noted the report.</p>
8	Information Governance Update	<p>The Committee received the report which advised the Audit and Governance Committee of the Information Governance report including findings and recommendations for implementation.</p> <p>The Committee RESOLVED:</p> <ul style="list-style-type: none"> i) to note the findings and recommendations of the report on Information Governance, which will be implemented at the Combined Authority. ii) to agree 6 monthly reporting into the Committee on information governance matters
9	Standing Enquiries	<p>The Committee received the report which set out the proposal for how the Committee should consider updates on whistleblowing, fraud and complaints.</p> <p>The Committee RESOLVED:</p>

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		i) to note the report ii) that a report be brought on a six-monthly basis which would provide an update on whistleblowing, fraud, and complaints.
10	Work Programme for the Audit & Governance Committee	The work programme was received and noted.
11	Date of next meeting	Tuesday 6 th April 2021 from 10.00 a.m. via the Zoom platform.

Overview and Scrutiny Committee Decision Summary

Meeting: 22 February 2021

Agenda/Minutes: [Overview and Scrutiny Committee – 22 February 2021](#)

Chair: Cllr Lorna Dupré

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	Apologies	Apologies received from Cllr Jordan (Huntingdonshire District Council) substituted by Cllr Mike Humphrey.
2.	Declarations of Interest	There were no declarations of interest.
3.	Minutes of the Previous Meeting	The minutes of the last meeting were agreed as an accurate record.
4.	Public Questions	There were no public questions received.
5.	Combined Authority Director of Delivery and Strategy	The Committee received the report from the Director for Delivery and Strategy which provided an update on the Delivery and Strategy Directorate's work programme. The Committee RESOLVED:

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		<p>In response to a question about the MTFP budget for Delivery and Strategy; the Director agreed to provide the committee with a breakdown of the figures.</p> <p>In response to a question about the allocation of projects across the county the Director agreed to circulate the Local Transport Plan map of projects to highlight the spread of projects across the county.</p>
6.	EU Update Paper	<p>The Committee received the report from the Director for Business and Skills which provided an update to the Committee on work that had been undertaken over the past 12 months, plus ongoing and future work, to support business leaders to prepare for and adapt to changes resulting from the UK's departure from, and more recently, the new Trade Deal with the European Union.</p> <p>The Committee RESOLVED:</p> <p>The Director agreed to provide the committee with a breakdown of the sectors which had contacted the team for support and in particular to check if Arts and Service sectors had been particularly effected.</p> <p>In response to a question about whether there had been a reduction in the amount of freight through the county in particular on the A14 since the new trade deal officers agreed to look at whether we hold this information and would provide the detail to the committee .</p>
7.	Bus Review – Task and Finish Group Update	<p>The Committee received the report which provided an update on the work of the Bus Review – Task and Finish Group.</p> <p>The Committee RESOLVED:</p> <p>i) Note the report.</p>

Item	Topic	Decision [<i>None of the decisions below are key decisions</i>]
		<p>ii) That the Bus Review Task and Finish Group be closed and that the new committee post-election consider when to reconstitute the group in light of further work being undertaken by the Combined Authority.</p>
8.	Business Board Lead Member Report	<p>The Committee received the report which outlined the role description for the Lead Member for the Business Board and asked the committee to recommend to the Business Board the adoption of this role as part of their scrutiny arrangements.</p> <p>The Committee RESOLVED:</p> <ul style="list-style-type: none"> i) that information be provided on what scrutiny arrangements other LEP's across the country have; with some case studies to be provided. ii) that scrutiny of the Business Board be added to the programme for the training session with CfGS. <p>The Committee requested a recorded vote and RESOLVED with 11 votes in favour and 2 abstentions to:</p> <ul style="list-style-type: none"> a) Invite the Business Board to agree a Lead Member from the Overview and Scrutiny Committee to shadow the Business Board as part of the Scrutiny arrangements for the Business Board; subject to the agreement of the Combined Authority Board. b) Invite the Business Board to agree the role description for the Lead Member shadowing the Business Board, subject to the agreement of the Combined Authority

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
		c) Propose Cllr Murphy for the role as Lead Member for the Business Board
9.	Combined Authority Forward Plan	The CA Forward Plan was noted.
10.	Overview and Scrutiny Committee Work Programme	The Work Programme was noted.
11.	Date of Next Meeting	Friday 5 th March 2021 at 2pm – Training Session with CfGS Monday, 22 March 2021 at 11.00 a.m. with a pre-meeting for Members at 10.00 a.m.

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Agenda Item 11



Greater Cambridge Partnership (GCP) Executive Board

Thursday 18th March 2021
4:00 p.m. – 5:45 p.m.

Set out below is a summary of the decisions taken at the meeting. The wording used does not necessarily reflect the actual wording that will appear in the formal minutes of the meeting.

1. Executive Board Membership

The Executive Board noted the appointment of:

- (i) Councillor Nicky Massey as Cambridge City Council's representative to the Executive Board;
- (ii) Councillor Lewis Herbert as Cambridge City Council's substitute representative to the Executive Board; and
- (iii) Councillor Ian Bates as Cambridgeshire County Council's representative to the Executive Board.

2. Apologies for Absence

Apologies for absence were received from Phil Allmendinger.

3. Declarations of Interest

Andy Neely declared a non-statutory disclosable interest in relation to the Quarterly Progress Report (agenda item 8) due to his involvement with Cambridge&.

4. Minutes

The minutes of the previous Executive Board meeting, held on 10th December 2020, were agreed as a correct record, subject to the addition of Councillor Tim Bick (Chairperson of the GCP Joint Assembly) and Mayor James Palmer to the list of those present at the meeting, and the Vice-Chairperson agreed to sign a copy when possible.

5. Public Questions

Six public questions had been accepted by the Vice-Chairperson who had agreed that the questions would be received at the start of the relevant agenda item.

6. Feedback from the Joint Assembly

The Executive Board received a report from the Chairperson of the GCP Joint Assembly, Councillor Tim Bick, which summarised the discussions from the Joint Assembly meeting held on 24th February 2021.

7. Public Transport Improvements and City Access Strategy

The Executive Board resolved to:

- (a) Agree to support a significant uplift in use of sustainable transport as part of a green recovery, through:
- Continuing to deliver projects in the next three months which enhance sustainable transport options, including maintaining the existing experimental active travel schemes and delivering a second phase of schemes, finalising a freight pilot, expanding the electric bus pilot, increasing cycle parking, co-funding an e-cargo bike pilot and rolling out new playstreets;
 - Committing to a further £20m prioritised package of cycling improvements, addressing missing links in the cycle network, as part of the GCP's wider cycle network programme;
 - Delivering enhancements to existing Park&Ride and future travel hubs, including:
 - providing £1.3m of funding for the expansion of the Babraham site;
 - expanding secure cycle parking, responding to additional demand in the next 3-6 months;
 - agreeing and adopting the travel hub design principles at Appendix 2 to guide the development of future sites, ensuring these are flexible, modern, multi-modal interchanges;
 - Providing EV charging facilities at all park & ride/interchange sites;
 - Incentivising use of public transport, when it transitions from central government support, by delivering a package based on the outlined 'future bus concept' including lengthening operating hours and increasing bus frequencies, and progressed in discussion with CPCA and operators.
- (b) Agree to prioritise road space for sustainable transport and make it a more competitive choice, by discouraging car use through:
- Delivering the smart traffic signals pilot using the latest technology, including artificial intelligence, to ease congestion and reduce vehicle idling, starting this month;

- Developing, with the County Council, a revised network hierarchy for Cambridge that prioritises sustainable modes of transport by the autumn;
 - Continuing to support the development of the Cambridge city centre Supplementary Planning Document to enhance the public realm and reallocate roadspace to sustainable modes;
 - Implementing a programme of road-space reallocation to deliver a revised hierarchy, building on schemes delivered through the active travel fund;
 - Developing and implementing an integrated parking strategy by the autumn, with the City and County Councils, to more effectively manage the use of on and off street parking to reduce congestion on the network;
 - Funding the delivery of civil parking enforcement in South Cambridgeshire to tackle local parking problems.
- (c) Agree to work with bus operators, the Cambridgeshire and Peterborough Combined Authority, the County Council and City Council to reduce emissions by moving to zero emission services within the central area of Cambridge by 2025 and switch to Euro VI standards in the short term, including an appraisal of options which limit access to public transport vehicles, coaches, HGVs and taxis not meeting emissions criteria.

8. Quarterly Progress Report

The Executive Board resolved to:

- (a) Note progress across the GCP programme;
- (b) Approve the preferred bidder for the GCP's new skills service, as outlined in section 9 of the report; and
- (c) Approve the multi-year budget strategy outlined in section 17 of the report, including the detailed GCP budgets for 2021/22, noting that the budget strategy will continue to be updated annually.

9. Electricity Grid Reinforcement: Update and Next Steps

The Executive Board resolved to:

- (a) Note and comment on progress made in developing the proposals for electricity grid reinforcement;
- (b) Note the problematic operation of the electricity market, and lobby for change whilst continuing to work on the project due to the likely timescales for any change in the operating environment;
- (c) Support an application to UK Power Networks as the local electricity Distribution Network Operator, as outlined in Section 6 of the report;

- (d) Support initial market testing to explore the interest in and capabilities of market operators as outlined in paragraph 6.3 of the report; and
- (e) Approve additional funding of £200k to support this work.

10. Chisholm Trail Project: Implication for Future GCP Project Management Arrangements

The Executive Board resolved to:

Note the proposed changes to future GCP project management arrangements.

11. Date of Future Meetings

The Executive Board noted that the next meeting was due be held on Thursday 1st July 2021, start time to be confirmed.

Agenda Item 12



**South
Cambridgeshire**
District Council

Report to:	Council	15 April 2021
Lead Cabinet Member:	Cllr Bridget Smith, Leader of the Council	
Lead Officer:	Liz Watts, Chief Executive	

Oxford-Cambridge Arc - Update

Executive Summary

1. It was agreed with group leaders that Council would benefit from a regular update on the work of the Oxford-Cambridge Arc and this is the first of these reports.

Recommendations

2. That Council note the report.

Reasons for Recommendations

3. Given the increasing profile and momentum of the Arc, it is important that all councillors are updated regularly on activities as they relate to the Arc geography as a whole, and to the Council in particular.

Details

4. The Arc Plenary last met on Tuesday 9th March. This is the group of all local authorities involved in the Arc, plus representatives from the LEPs (in our case the Combined Authority), the Universities (there are 9 in the Arc Universities group) and civil servants from MHCLG.
5. The main item of business was the approval of the Arc Environment Principles, which were developed under the leadership of Cllr Bridget Smith who chairs the Arc Environment Working Group. This was a key milestone for the group. The principles will now be considered at the Council's Cabinet meeting on 19 April.
6. A presentation was delivered by the lead officer at MHCLG responsible for the delivery of the Arc Spatial Framework. This is a significant piece of work initiated by the government in order to create a non-statutory spatial framework for the Arc. It is ambitious in its scope and timing, aiming to deliver a completed piece of work within 18 months. Since the plenary, officers have been engaged in one workshop with colleagues from across the Arc and MHCLG, and this work will

continue in earnest over the next few months. A key milestone for the project is to deliver an Arc Vision this Summer.

7. A presentation was delivered by Professor Iain Gray (from the Arc Universities group) on OCTAVIA, which is a virtual institute of research and development to overcome the challenges of delivering zero emissions aviation.
8. The Arc Programme and Budget were approved for the year. The programme is attached at Appendix 1. The contribution from each partner was agreed at £13,500 per year, all sums to be match funded by MHCLG. The Council has budgeted for this amount in its 2021/22 budget.

Options

9. To note the report.

Implications

10. There are no significant implications.

Alignment with Council Priority Areas

11. The Arc will contribute to three of the Council's priority areas, through growing the local economy, providing increased affordable housing, and ensuring that the Arc is a Green Arc and meets the aspirational environmental standards set out in the Environment Principles.

Background Papers

n/a

Appendices

Appendix A: Arc Outline Work Programme 2021/22

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ARC LEADERSHIP GROUP OUTLINE WORK PROGRAMME – UPDATED 01 MARCH 2021

Programme Theme	Project Delivery Group	Lead(s)	Progress	Timing	Status
Economy (Arc Economic Prospectus)	Major Projects: Space, Aviation, Life Sciences, Digital Lab	Nigel Tipple	New Arc Economic Programme Board being established (replaces Productivity Group for Arc purposes) – terms of reference being drafted.	By April Executive 23/04/21	In progress
			Priority Project Group for Aviation to present updates on programme to Plenary in March	09 March 2021	In progress
	Green Arc	Bev H (temporary)	Develop concept as cross-cutting programme	Set Up Task and Finish Group to agree way forward – to report by 23/04/21 Exec	In progress
			Developing pitch to COP26 participation	Virtual agreement by 05 March 2021	In progress
	Inclusive Communities	Bev H (temporary)	Develop thinking further on “inclusive growth” in line with agreed vision	Set Up Task & Finish Group – first scoping meeting 12/02/21 – scope prepared to report by April 2021	In progress
Strategic Growth (Arc Spatial Framework)	Establish Arc and Sub-Regional Collaboration	Jo Lancaster	Strategic Working Group has met with Arc Team and Policy Lab to advance engagement strategy	25/02/21	Complete
			Arc Plenary Discussion on Framework and Vision	09 March 2021	Arranged
			Arc-wide Collaboration Forum vision workshop arranged	16 March 2021	Arranged

Appendix A

Environment	Environment Principles	Cllr Smith/ L Watts	Shared environment principles to guide future growth have been drafted	Exec support on 19/02/21 Plenary to endorse 09/03/21	On target
	Arc Environment Strategy	Cllr Smith/ L Watts	Early stage project scoping to begin early Feb 2021 – Task and Finish Group forming Support in principle for Arc Leadership Group funding (£5k) to unlock university grad capacity to help scope project – support from Cranfield U	Scope to be agreed by 04/21 Underway	Progressing
Infrastructure	Establish Arc-wide Infrastructure Strategy	Hilary Chipping	Developing Draft Terms of Reference and identifying key attendees to form Arc Infrastructure Network	Discussed and supported by Exec 19/02/21	Progressing
			First meeting to review and establish remit and ToR	Complete by 23 April 2021	Progressing
Communication & Engagement	Communications and Engagement Programme	Karen Clarke	Comms Network supported launch of Arc announcements through local channels and voices	18/02/21	Complete
			Emerging engagement on Arc Spatial Framework – through Collaboration Forum and Arc Comms Network linked with emerging programme	ongoing	In progress
	Organise and support Arc events and event participation		Developing first Arc Energy event featuring Chelveston Renewable Energy Park and others	23/03/21	In progress