



South Cambridgeshire District Council

**Council Meeting
Tuesday, 27 February 2024**

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 in the **Council Chamber - South Cambs Hall** at **2.00 P.M.** on

Tuesday, 27 February 2024

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

Dated: Monday 19 February 2024

Liz Watts
Chief Executive

Agenda

1. **Apologies**
To receive Apologies for Absence from Members.
2. **Declaration of Interest**
3. **Register of Interests**
Members are requested to inform Democratic Services of any changes in their Register of Members' Financial and Other Interests form.
4. **Minutes**
To authorise the Chair to sign the Minutes of the meetings held on the 20 November 2023 and 30 November 2023 as a correct record. **(Pages 17 - 36)**
- 5 (a) **Announcements from the Chair**
To receive any announcements from the Chair.
- 5 (b) **Announcements from the Leader and Cabinet**
To receive any announcements from Leader and Cabinet.
- 5 (c) **Announcements from the Head of Paid Service**
To receive any announcements from the Head of Paid Service.

6. Public Questions

If you would like to ask a question or make a statement, then please refer to the [Document called Public Speaking Scheme \(Physical Meetings\)](#) and contact Democratic Services by no later than 11.59pm three clear working days before the meeting.

6 (a) From Cllr Frances Amrani, Chair of Teversham Parish Council

There are a number of developments in progress or proposed (Hartree, Cambridge East, Spingstead and Marleigh etc.) which cross City/ SouthCams areas. I am concerned about investment property being left empty on some of these sites. Why are these being marketed to international buyers as an investment before local residents, given that one of the main reasons for building them is to satisfy the local need for housing? Is there anything the Council can do to ensure local sales marketing is conducted in advance or at least in tandem with any international marketing?

6 (b) From Mathew Setchell

Dear Councillors

I would like to know what value and priority the council has to businesses within the district. Specifically in the case of Highgate Farm Willingham where the businesses suffer from issues with physical and internet access in to the site.

Examples of this are:

No ultrafast internet at the site. Resulting in business issues
No pathed access in to the site. Resulting in reduced able and non able bodied access into the site.

7. Petitions

To note all petitions received since the last Council meeting.

8. To Consider the Following Recommendation:

8 (a) Medium Term Financial Strategy 2024-29, Cabinet 6 February

Recommended that Council consider the report and, if satisfied, to:

- A) Acknowledge the projected changes in service spending and the overall resources available to the Council over the medium term to 2028/2029.
- B) Approve the updated financial forecast at **Appendix A.**

(Pages 37 - 54)

8 (b) 2024-2025 Business Plan Action Plan, Cabinet 6 February

It is recommended that Council:

- A) Consider and approve the proposed Business Plan Action Plan for 2024-25 at **Appendix A**.
- B) Authorise the Chief Executive to make any minor wording changes required to final drafts, in consultation with the Leader.

(Pages 55 - 84)

8 (c) Capital Strategy, Cabinet 6 February
Council is

Recommended To consider the report and, if satisfied, approve 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, including Capital Prudential Indicators.

(Pages 85 - 106)

8 (d) Treasury Management Strategy, Cabinet 6 February
Council is

Recommended To consider the report and, if satisfied, to approve the updated Treasury Management Strategy attached at **Appendix A** to the report which sets the policy framework for the Council's treasury management activity, including (i) the Treasury Management Policy Statement, (ii) Minimum Revenue Provision Policy and (ii) Treasury Indicators.

(Pages 107 - 148)

8 (e) Local Council Tax Support, Cabinet 6 February

Recommended That council approve the continuation of the successful 2023/24 LCTS scheme, with a reasonable uprating of 6.7% for the upcoming financial year 2024/25.

(Pages 149 - 150)

8 (f) Review of Revenue Reserves, Cabinet 6 February (Key)

Council is requested to consider the report and, if satisfied, to approve:

- A) That the Reserves as summarised at paragraph 12 of the report be released and transferred to the General Reserve or transferred to other reserves as appropriate on 31 March 2024.
- B) That the movement in Reserves in 2023/2024 as set out in **Appendix A**, and the estimated balance of Reserves of £36.132 million, be noted.

(Pages 151 - 162)

8 (g) Ermine Street Limited - Additional Funding, Cabinet 6 February

It is recommended that Council agrees:

- A) To allow Ermine Street Housing (ESH) additional borrowing from the Council of up to £20 million to take advantage of new investment opportunities where viability assessments provide a positive return with an interest rate of 1% above base rate. This arrangement is to be reviewed annually.
- B) To allow ESH to purchase single person properties for homeless people to prevent the use of expensive temporary accommodation, using the interest rate applying to ESH (currently 4.25%). This rate recognises the initiative as a 'spend to save' investment, providing savings to homelessness budgets.
- C) To allow the Head of Housing, in consultation with the Lead Cabinet Member for Housing, to authorise individual purchases (and therefore borrowing) up to the value of £2 million as per the current arrangements.
- D) To note that this proposal is subject to the agreement of the Ermine Street Housing Board.

(Pages 163 - 170)

8 (h) Capital Programme 2024/25 - 2028/29, Cabinet 6 February

It is recommended that Council:

- A) Consider and approve the proposed Business Plan Action Plan for 2024-25 at **Appendix A**.
- B) Authorise the Chief Executive to make any minor wording changes required to final drafts, in consultation with the Leader.

(Pages 171 - 180)

8 (i) Summary General Fund Revenue Budget 2024/25, Cabinet 6 February

It is recommended that Council considers the report and, if satisfied:

- A) Review the detailed budgets presented at **Appendix B**, and summarised at **Appendix A**, with an estimated General Fund Gross Operating Expenditure for 2024/2025 of £76.887 million, estimated Gross Operating Income of £48.331 million and estimated General Fund Net Operating Expenditure of £28.555 million.
- B) Acknowledge the key factors which have led to the proposed 2024/2025 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 2024/2025 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 2024/2025 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 2024/2025 at £11,688,648.
- F) Approve an increase in the District element of the Council Tax of £5 per annum, giving an average Band D Council Tax of £170.31, plus the relevant amounts required by the precepts of the Parish Councils, Cambridgeshire County Council, Cambridgeshire Police & Crime Commissioner, Cambridgeshire Fire Authority and The Cambridgeshire and Peterborough Combined Authority (CPCA).
- 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 38 - 41.
- H) Approve the use of the additional income from the Business Rate Pool, estimated at £1,100,000 in 2024/2025, for transfer to the established Renewables Reserve for priority projects.
- I) Subject to any changes to the recommendations above, Council approves:
 - (i) The 2024/2025 General Fund Revenue Budget based on known commitments at this time and planned levels of Service/functions resulting in a Budget Requirement of £37.132 million.
 - (ii) The District Council Precept on the Collection Fund (Council Tax Requirement) of £11.689 million in 2024/2025 (based on the final Government Settlement) and a Band D Council Tax of £170.31.

(Pages 181 - 230)

8 (j) Housing Revenue Account Revenue & Capital Budget 2024/25, Cabinet 6 February

Recommended that Council

Housing Revenue Account (HRA): Revenue

- A) approve the HRA revenue budget for 2024/2025 as shown in the HRA Budget Summary as presented at **Appendix A**.

HRA: Review of Rents and Charges

- B) Approve that council dwelling rents for all social rented properties be increased by 7.7%, recognising that inflation measured by the Consumer Price Index (CPI) at September 2023, plus 1% results in an

increase of 7.7%.

- C) Approve that affordable rents (inclusive of service charge) are also increased by 7.7% in line with the increase for social rents.
- D) Approve that rents for affordable shared ownership properties are increased by 5.4%, recognising that inflation measured by the Retail Price Index (RPI) at January 2024 plus 0.5% results in an increase of 5.4%.
- E) Approve that garage rents be increased by 7.7% in line with the increase for social rents.
- F) Approve the proposed service charges for HRA services and facilities provided to both tenants and leaseholders, as shown in Appendix D.

HRA: Capital

- G) Approve the required level of funding for new build investment between 2024/2025 and 2028/2029 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 60% top up met by other HRA resources.
- H) Approve the HRA Medium Term Financial Strategy forecasts as shown in Appendix B.
- I) Approve the Housing Capital Programme as shown in Appendix C.

(Pages 231 - 258)

9. Council Tax Resolution 2024-25

Recommended That the Council Tax Resolution, detailed at **Appendix A**, be approved.

(Pages 259 - 278)

10. Review of Polling Districts and Polling Places 2023, Civic Affairs

Committee 14 December

Civic Affairs Committee

Recommends that Council approves the adoption of a revised schedule of Polling Districts and Places as laid out at Appendix A.

(Pages 279 - 290)

11. Pay Policy Statement (Key)

It is recommended that the Council consider and approve the updated Pay Policy Statement as required by the Localism Act 2011.

(Pages 291 - 304)

12. Swavesey Byeways Rate 2024/25

The Swavesey Bye-ways Advisory Committee Recommends to Council that:

It retains the level of the Swavesey Bye-ways rate at £1.20 per hectare for land within the charge paying area for the period 2024/25 in order to fund the required level of maintenance.

(Pages 305 - 308)

13. Report of the Independent Remuneration Panel - Members' Allowances Scheme 2023/24

It is recommended that Council:

- (a) Agree a revised Scheme of Members' Allowances for 2023/24 (see Appendix A), including:
 - (i) An increase in the Basic Allowance to £5,800 (equivalent to a 5.44% increase) back dated to 1 April 2023; and
 - (ii) An increase to all the Special Responsibility Allowances of 5.44%, back dated to 1 April 2023; and
 - (iii) The awarding of a new Special Responsibility Allowance of £580 to members of the following three committees of the Cambridgeshire and Peterborough Combined Authority: Transport & Infrastructure, Environment & Sustainable Communities and Skills & Employment.
- (b) Authorise the Head of Transformation to implement and advertise the new scheme and make any consequential amendments required to the Scheme of Members' Allowances in Part 6 of the Constitution.

(Pages 309 - 322)

14. Calendar of Meetings 2024/25

To approve the Calendar of Meetings of 2024/25.

(Pages 323 - 326)

15. Cambridgeshire and Peterborough Combined Authority

To receive two reports summarising the work of the Cambridgeshire and Peterborough Combined Authority from November 2023 and January 2024.

(Pages 327 - 378)

16. Greater Cambridge Partnership

To receive a decision summary from the Greater Cambridge Partnership Executive Board meeting on 4 January 2024.

(Pages 379 - 382)

17. Oxford to Cambridge Regional Partnership

It is recommended that Council note the report.

(Pages 383 - 386)

18. Membership of Committees and Outside Bodies

Note resignation of Cllr Annika Osbourne of Old West Internal Drainage Board, leaving Councillors, Martin Cahn, Bill Handley and Eileen Wilson as the members of the Board.

19. 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.

19 (a) From Councillor Helene Leeming

How is the council going to celebrate the 50th Anniversary of South Cambridgeshire District Council?

19 (b) From Councillor Sally Ann Hart

Can the leader comment on the implementation of the new bin rounds, as well as on how the holiday period affected waste collection?

19 (c) From Councillor Eileen Wilson

Could the leader update the council on the uptake of the council's cost of living support this winter – as well as how well the council is signposting support to residents?

19 (d) From Councillor Sunita Hansraj

Can the leader give the council an update regarding the newly opened Sports Pavilion in Northstowe?

19 (e) From Councillor Dan Lentell

Following the welcome decision that this Council will be pursuing White Ribbon accreditation, will the Leader outline what support could be provided to other organisations in the South Cambridgeshire District looking to follow this commendable path?

19 (f) From Question Heather Williams

At a recent parish council meeting, the Chief Executive suggested staff would most likely continue working a four-day week after March 2024 while the data was assessed and a decision was made. Can the Leader confirm how long this will take and therefore when all councillors will finally get a vote on the

four-day week?

19 (g) From Councillor Graham Cone

Is the Leader aware that the staff directory for councillors on Insite is not being updated, and how does the Leader think this may affect the essential services councillors provide to residents of South Cambridgeshire?

19 (h) From Councillor Tom Bygott

Staff have reported shorter or fewer meetings to increase productivity – but this is not reliant on the four-day week trial itself and can be done working five days a week. Can the Leader explain how they are telling the difference between performance changes as a consequence of having a day off each week, and performance changes due to changing methods of working?

19 (i) From Councillor Mark Howell

Before councillors vote on whether the four-day week should become permanent, will the Leader provide assurance that a proper business case will be done?

19 (j) From Councillor Dr Richard Williams

Does the Leader believe the financial cost of the four-day week should have been calculated prior to undergoing the trial?

19 (k) From Councillor Dr Shrobona Bhattacharya

Can the Leader confirm if there will be a public consultation before councillors vote on the four-day week trial?

19 (l) From Councillor Bunty Waters

Why does the Council now have 105 staff working in Transformation, up from 43 in 2018/19?

20. Notices of Motion

A period of 30 minutes will be allowed for each Motion to be moved, seconded and debated, including dealing with any amendments. At the expiry of the 30 minute period, debate shall cease immediately, the mover of the original Motion, or if the original Motion has been amended, the mover of that amendment now forming part of the substantive motion, will have the right of reply before it is put to the vote.

20 (a) Standing in the name of Councillor Daniel Lentell

This Council notes the following:

According to the Crime Survey for England and Wales for the survey year ending March 2022, a staggering 1 in 30 women aged 16 years and over were victims of sexual assault;

The Office for National Statistics states that for the year ending September 2022, 70,633 rapes were recorded by the police: the highest number ever recorded;

The Trades Union Congress (TUC) states in its 'Still just a bit of banter?' 2016 report that 'more than half (52%) of all women polled have experienced some form of sexual harassment' at work;

The All-Party Parliamentary Group (APPG) for UN Women, in March 2021, recorded that 86% of women aged 18-24 said they had been sexually harassed in a public space, whilst 71% of women of all ages said the same;

Ofsted states in its 'Review of Sexual Abuse in Schools and Colleges' that 9 in 10 girls and young women in schools, say sexist name-calling and being sent unwanted images of a sexual nature happens to them or their peers.

These distressing statistics show how endemic is violence against women and girls in our society and how normalised is sexist behaviour, from which this is borne.

White Ribbon is the UK's leading charity engaging men and boys to end violence against women and girls. Their mission is to prevent violence against women and girls by addressing its root causes: working with men and boys to change long-established, and harmful, attitudes, systems and behaviours around masculinity that perpetuate inequality and violence. The work is preventative; White Ribbon want to stop violence before it starts.

All organisations, large and small, can help end violence against women. This is why the charity has developed two programmes to facilitate organisational change: Accreditation and Supporter Organisations.

Men's violence — in all its forms — has a negative impact on the health and safety of employees, their wellbeing and productivity. It impacts workplace culture and it can impede an organisation's success. White Ribbon UK's Accreditation and Supporter programmes provide frameworks to support organisations work towards ending harmful attitudes and behaviours in the workplace and throughout the local community.

This Council notes that the neighbouring councils of East Cambridgeshire and Cambridge City have attained White Ribbon accreditation.

This Council believes that White Ribbon accreditation, in addition to the other accreditations already achieved, is appropriate in order to address potential issues within the Council workplace and to demonstrate our collective leadership on this serious issue.

To this end we request that the Scrutiny Committee agree to set up a Task and Finish Group on the matter.

20 (b) Standing in the Name of Councillor Heather Williams

This Council requests that the Cabinet expands its Cost of Living Support scheme to include providing free sanitary products to those who may not be able to afford them.

20 (c) Standing in the name of Councillor Anna Bradnam

This Council notes:

- Care-experienced people face significant barriers that impact them throughout their lives.
- Despite the resilience of many care-experienced people, society too often does not take their needs into account.
- Care-experienced people often face discrimination and stigma across housing, health, education, relationships, employment and in the criminal justice system.
- Care-experienced people may encounter inconsistent support in different geographical areas.
- The Public Sector Equality Duty requires public bodies, such as councils, to eliminate unlawful discrimination, harassment, and victimisation of people with protected characteristics.

This Council believes:

- Councillors should be champions of children and young people in care and challenge the negative attitudes and prejudice that exists in all aspects of society.

This Council therefore resolves, in support of similar resolutions made by Cambridgeshire County Council and the Cambridgeshire and Peterborough Combined Authority:

- It recognises that care experienced people are a group who are likely to face discrimination.
- It recognises that Councils have a duty to put the needs of disadvantaged people at the heart of decision-making through co-production and collaboration.
- Future decision, services and policies made and adopted by the Council should be assessed through Equality Impact Assessments to determine the impact of changes on people with care experience, alongside those who formally share a protected characteristic.
- In the delivery of the Public Sector Equality Duty the Council includes care experience in the publication and review of Equality Objectives and the annual publication of information relating to people who share a protected characteristic in services and employment.
- This Council will treat care experience as if it were a Protected Characteristic.
- This Council formally calls upon all other bodies to treat care

experience as a protected characteristic until such time as it may be introduced by legislation including:

- i. working to establish South Cambridgeshire as a District where all local government treats our care leavers similarly.
 - ii. calling on towns and parishes as well as the Greater Cambridge Partnership to also pass this motion to enable us all to work together to protect and provide for our care experienced young people.
- To continue proactively seeking out and listening to the voices of care experienced people when developing new policies based on their views.

21. **Chair's Engagements**

To note the Chair's engagements since the last Council meeting:

Date	Venue / Event
10 November 2023	501 st Wing Commander, Colonel Landon Phillips Veterans Day Ceremony, Madingley American Cemetery
5 December 2023	Carol service at King's College Chapel
6 December 2023	Haverhill carol service
19 December 2023	Mayor of Huntingdon Civic Carol service (attended by Vice Chair)
20 January 2024	Ribbon cutting Western Park Pavilion, Northstowe

The Council is committed to improving access to its agendas and minutes for all members of the community. We try to take all circumstances into account, but if you have any specific needs we will do what we can to help you. Please contact Democratic Services on 01954 713 000 or email democratic.services@scams.gov.uk.

Further information for members of the public can be found at the below link.

[Link to further information for members of the public attending South Cambridgeshire District Council meetings.](#)

If you wish to ask a question or make a statement at a meeting, please refer to the Public Speaking Scheme at the below link.

[Link to the Public Speaking Scheme](#)

Further information for Councillors

[Declarations of Interest – Link to Declarations of Interest - Information for Councillors](#)

Councillors are reminded that Democratic Services must be advised of substitutions in advance of meetings. It is not possible to accept a substitute once the meeting has started.