

South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA

t: 08450 450 500
f: 01954 713149
dx: DX 729500 Cambridge 15
minicom: 01480 376743
www.scambs.gov.uk



28 February 2007

To: The Leader – Councillor RMA Manning
Deputy Leader – Councillor SM Edwards
Members of the Cabinet – Councillors Mrs DSK Spink MBE, Dr DR Bard,
Mrs VG Ford, JA Hockney and MP Howell

Dear Councillor

You are invited to attend the next meeting of **CABINET**, which will be held in the **COUNCIL CHAMBER, FIRST FLOOR** at South Cambridgeshire Hall on **THURSDAY, 8 MARCH 2007** at **10.00 a.m.**

Yours faithfully
GJ HARLOCK
Chief Executive

Requests for a large print agenda must be received at least 48 hours before the meeting.

| AGENDA | | PAGES |
|----------------------------------|---|----------------|
| PROCEDURAL ITEMS | | |
| 1. | Apologies for Absence | |
| 2. | Minutes of Previous Meeting To authorise the Leader to sign the Minutes of the meeting held on 8 February 2007 as a correct record. | 1 - 10 |
| 3. | Declarations of Interest | |
| RECOMMENDATION TO COUNCIL | | |
| 4. | Investment Strategy | 11 - 18 |
| POLICY ITEMS | | |
| 5. | ARBURY PARK: Sustainable Lettings Policy | 19 - 44 |
| 6. | 9-month (April to December 2006) Corporate Milestones | 45 - 48 |
| 7. | 9-month (April to December 2006) Corporate Performance Indicators | 49 - 60 |
| 8. | Community Strategy 2007-2010 | 61 - 64 |

OPERATIONAL ITEMS

- 9. Milton Country Park - Land Ownership** **65 - 68**
- 10. Staff to Implement the Health Act 2006 (Smoke Free Regulations)** **69 - 72**
- 11. Private Hire and Hackney Carriage Vehicles: Amendments to Licensing Conditions** **73 - 78**
- Cabinet is requested to approve the adoption of the attached Vehicle Licensing Conditions as recommended at the joint meeting of the Licensing Committee and Environmental Health Portfolio Holder held on 20 February 2007. The conditions will become effective from 1 April 2007.
- 12. Private Hire and Hackney Carriage Drivers: Adoption of Driving Test**
- Cabinet is requested to approve the following recommendation from the joint meeting of the Licensing Committee and Environmental Health Portfolio Holder held on 20 February 2007:
- All new applicants or existing drivers who have allowed their licenses to lapse in any manner are required to undertake and pass the Driving Standards Agency (DSA) test for Private Hire and Hackney Carriages before being granted a licence by South Cambridgeshire District Council except,
- (i) Where an applicant for a Private Hire or Hackney Carriage drivers licence has successfully completed all the Go Skills vocational qualification modules and/or
 - (ii) Where an applicant already holds the Institute of Advanced Motoring qualification or RoSPA advanced driving test, the DSA driving test shall be waived.
- As subsequently advised by the DSA, the above would become effective on 23 April 2007.
- 13. Private Hire and Hackney Carriage Applications: Driver Guidelines** **79 - 82**
- Cabinet is requested to approve the adoption of the attached Private Hire/Hackney Carriage Driver Application Guidelines as recommended at the joint meeting of the Licensing Committee and Environmental Health Portfolio Holder held on 20 February 2007. The guidelines to be effective from 1 April 2007.
- 14. Private Hire Driver: Licensing Conditions** **83 - 88**
- Cabinet is requested to approve the adoption of the attached Private Hire Driver Licensing Conditions as recommended at the joint meeting of the Licensing Committee and Environmental Health Portfolio Holder held on 20 February 2007. The conditions to become effective on 1 April 2007.

INFORMATION ITEMS

- 15. Capital Pooling Receipts 89 - 98**

STANDING ITEMS

- 16. Corporate Governance Inspection: Improvement Plan**
- 17. Matters Referred by Scrutiny and Overview Committee**
- 18. Updates from Cabinet Members Appointed to Outside Bodies**

GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

Whilst the District Council endeavours to ensure that you come to no harm when visiting South Cambridgeshire Hall you also have a responsibility to ensure that you do not risk your own or others' safety.

Security

Visitors should report to the main reception desk where they will be asked to sign a register. Visitors will be given a visitor's pass that must be worn at all times whilst in the building. Please remember to sign out and return your pass before you leave. The visitors' book is used as a register in cases of emergency and building evacuation.

Emergency and Evacuation

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

Do not use the lifts to exit the building. If you are unable to negotiate stairs by yourself, the emergency staircase landings are provided with fire refuge areas, which afford protection for a minimum of 1.5 hours. Press the alarm button and wait for assistance from the Council fire wardens or the fire brigade.

Do not re-enter the building until the officer in charge or the fire brigade confirms that it is safe to do so.

First Aid

If someone feels unwell or needs first aid, please alert a member of staff.

Access for People with Disabilities

All meeting rooms are accessible to wheelchair users. There are disabled toilet facilities on each floor of the building. Hearing loops and earphones are available from reception and can be used in all meeting rooms.

Toilets

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

Recording of Business

Unless specifically authorised by resolution, no audio and / or visual or photographic recording in any format is allowed at any meeting of the Council, the executive (Cabinet), or any committee or sub-committee of the Council or the executive.

Banners / Placards / Etc.

No member of the public shall be allowed to bring into or display at any Council meeting any banner, placard, poster or other similar item. The Chairman may require any such item to be removed.

Disturbance by Public

If a member of the public interrupts proceedings, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared.

Smoking

The Council operates a NO SMOKING policy.

Food and Drink

Vending machines and a water dispenser are available on the ground floor near the lifts. There shall be no food and drink in the Council Chamber.

Mobile Phones

Please ensure that your phone is set on silent / vibrate mode during meetings.

