



**SOUTH CAMBRIDGESHIRE DISTRICT
COUNCIL**

**COUNCIL MEETING
THURSDAY, 19 JULY 2007**

AGENDA AND REPORTS

South Cambridgeshire Hall
Cambourne Business Park
Cambourne, Cambridge
CB23 6ES

If the press and public are likely to be excluded from the meeting during consideration of the following item on the grounds that exempt information is to be considered, it will be necessary to pass the following resolution: "That under Section 100(A) (4) of the Local Government Act 1972, the public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in paragraph (quoting relevant paragraph) of Part 1 of Schedule 12A (as amended) of the Act."

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

TO: The Chairman and Members of the
South Cambridgeshire District Council

NOTICE IS HEREBY GIVEN that the next meeting of the **COUNCIL** will be held in the **COUNCIL CHAMBER, FIRST FLOOR** at **2.00 P.M.** on

THURSDAY, 19 JULY 2007

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

DATED this date

GJ HARLOCK
Chief Executive

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

AGENDA

PRESENTATIONS

Prior to the formal commencement of the meeting, Council received the following presentations:

Peter Brindle, Chairman of the Standards Committee, and Fiona McMillan, Senior Lawyer, made a short presentation setting out principal changes contained in the revised Members' Code of Conduct agreed by Council at its meeting in April 2007. Copies of the presentation slides had been distributed to all Members prior to the meeting.

Keith Spencer, Director of Business Development, Cambridgeshire and Peterborough Mental Health Partnership NHS Trust, made a presentation on the trust's future plans and governance arrangements when it became a Foundation Trust. Mr. Spencer advised that he would distribute copies of the consultation document to all Members.

The Chairman thanked guests for their interesting and informative presentations.

1. APOLOGIES

2. DECLARATIONS OF INTEREST

3. MINUTES

To authorise the Chairman to sign the Minutes of the meeting held on 24 May 2007 as a correct record.

(Pages 1 - 16)

4. CHAIRMAN'S ANNOUNCEMENTS

5. QUESTIONS FROM COUNCILLORS AND THE PUBLIC

5 (a) From Mr G Harrop to the Housing and Environmental Services Portfolio Holder
“Unfortunately, a bedroom window in my bungalow in the sheltered housing estate at Lordship Close, Orwell, was broken. The Council repair staff removed the window and boarded up the space. This left my house insecure and vulnerable and the bedroom without fresh air for well over a month.

“Can the Council assure me that repairs of such a serious, sensitive nature will in future be dealt with promptly and can you publicly confirm that the windows on the Lordship estate will all be replaced with new windows within this financial year as has been promised?”

5 (b) From Councillor A Riley to the Leader of the Council

“On 1 June an email titled ‘Inspire Media Protocol’ was sent to all members. This email and its attachment require clarification. I replied on 4 June asking a number of questions. A senior officer sent me two brief replies, one saying I would get a response shortly, the second saying that the matter had been handed to the Leader. On 8 June Cllr Manning made it clear in a reply to Cllr Roberts that he had no intention of answering any questions on this matter. I wish to request that the following questions are now answered properly:

- (a) “Why was it felt necessary to invent a name to describe the Council’s Improvement Plan?”
- (b) “The document begins: ‘This protocol proposes that:’. So what precisely is its status?”
- (c) “Why was this announcement made just eight days after our bimonthly Full Council meeting? Had it been on that agenda, these issues could have been properly debated and agreed.”
- (d) “At the end of the attachment it says that this protocol; ‘Sits alongside the overarching SCDC media protocol’. What exactly does that mean? Where is this media protocol defined?”
- (e) “Is it the intention that any member who has signed up to the ‘Member Toolkit’ is now deemed to have signed up to the Inspire Protocol?”
- (f) “What sanction awaits any who breach the ‘Inspire’ protocol?”
- (g) “The ‘Inspire’ protocol is described as similar to the Traveller issues protocol. The Traveller issues protocol was issued when Traveller matters were generating major court hearings and it was seen by all councillors that any public utterances had to be very carefully vetted. Why is it considered that that should apply to our Improvement Plan?”
- (h) “Since the Improvement Plan appears to encompass every aspect of council policy, is this not an attempt to stifle any comment by any member on any aspect of the council’s work?”
- (i) “Housing Stock Options are included within the remit of ‘Inspire’. The Leader has always made it clear that he could only proceed with his objective of selling off our housing stock a) if that policy gained a two-thirds majority within the council and b) if the tenants also vote in favour. Please could he (or the Deputy Leader) now confirm that both these conditions still apply?”
- (j) “The third bullet point states that opposition groups may identify an official Inspire spokesperson. Does this mean that both opposition groups are each entitled to do this, or that they have to agree one between them?”
- (k) “What is the purpose of opposition groups having spokespersons if they are in any event prevented from making any public comment on any matter?”
- (l) “The penultimate bullet point appears to permit ordinary members to comment to the press on any aspect of council policy which affects the residents of their own ward. Please could you confirm that this is indeed the case and that it applies to all aspects of Council policy.”

- (m) “In the reply the Leader sent Cllr Roberts on 8 June he stated that any decisions reached by the Conservative Group are the policy of Council. Does he intend to amend the Constitution to implement this far-reaching change? Please could full minutes of Conservative Group meetings be issued in future to all members so that we can become aware of such constitutional changes as they take place?”

5 (c) From Councillor Dr SEK van de Ven to the Community Services Portfolio Holder

“At the Local Strategic Partnership meeting earlier this month, the Community Development Portfolio Holder indicated that bridge-building and awareness work with the Traveller and settled communities, as carried out under the heading of ‘Community Cohesion,’ had been successful, and that resources would now be directed elsewhere within the umbrella of the Community Safety Strategy.

“Please can the PFH explain his justification for not continuing with this important bridge building work, especially in view of the fact that this authority has yet to undertake the task of site identification in conjunction with the Gypsy and Traveller Development Plan Document?”

5 (d) From Councillor JD Batchelor to the Staffing and Communications Portfolio Holder and Deputy Leader of the Council

“When is it anticipated that full systems integration between the Contact Centre and the ‘Back Office’ will be achieved?”

5 (e) From Councillor Mrs SA Hatton to the Resources Portfolio Holder

“What measures is the Resources Portfolio Holder taking to address the ‘long tradition of underspending’ identified in paragraph 94 of the Corporate Governance Inspection report, and on what dates will/did those measures come into effect?”

6. PETITIONS

To note all petitions received since the last Council meeting.

7. TO CONSIDER THE FOLLOWING RECOMMENDATIONS:

7 (a) Response to Regional Spatial Strategy (RSS) Consultation (Cabinet, 14 June 2007)

Cabinet **AGREED** the responses to the Regional Spatial Strategy (RSS) Single Issue Review Issues and Options Report, as set out in the report and including the date of the Needs Assessment and making reference to “food producers” rather than “orchards”, to be submitted to the East of England Regional Assembly and **RECOMMENDED TO COUNCIL** that this be endorsed as the Council’s final response to consultation on the RSS review.

Officers have subsequently recommended a revision to the response to questions 4 and 5, in light of additional consideration during work on the Council’s own Gypsy and Traveller Development Plan Document (DPD). The revised responses are contained within the **attached report**, shown as underlined for additional or ~~struck through~~ for deleted text in the Council’s draft responses.

- 7 (b) Annual Food Safety Service Plan 2007/08 (Cabinet, 9 July 2007)**
Cabinet **RECOMMENDED TO COUNCIL** that the Food Safety Service Plan 2007/08 be approved.
- The plan and covering report considered by the Cabinet can be accessed [on the Council's website](#). Alternatively please e-mail [Democratic Services](#) or telephone 08450 450500.*
- 7 (c) Annual Health and Safety Plan 2007/08 (Cabinet, 9 July 2007)**
Cabinet **RECOMMENDED TO COUNCIL** that the Health and Safety Service Plan 2007/08 be approved.
- The plan and covering report considered by the Cabinet can be accessed [on the Council's website](#). Alternatively please e-mail [Democratic Services](#) or telephone 08450 450500.*
- 7 (d) Housing Strategy 2007-2010 (Cabinet, 9 July 2007)**
Cabinet **RECOMMENDED TO COUNCIL** that the draft Housing Strategy document for the period 2007/08-2010/11 be approved and that authority be delegated to the Housing and Environmental Services Portfolio Holder to make any minor amendments.
- The strategy and covering report considered by the Cabinet can be accessed [on the Council's website](#). Alternatively please e-mail [Democratic Services](#), telephone 08450 450500.*
- 7 (e) Business Process Re-engineering (Cabinet, 9 July 2007)**
Cabinet **RECOMMENDED TO COUNCIL** that:
- (a) the Business Process Re-engineering programme of reviews be ended and the remaining resources re-directed to undertake a series of discrete service reviews using a best value approach;
 - (b) the Resources Portfolio Holder be requested to include the shortfall in efficiency savings resulting from the end of the Business Process Re-engineering in the next review of the Medium Term Financial Strategy in the autumn; and
 - (c) the post of Business Analyst be deleted from the Council's authorised establishment list from 1 July 2007.
- 7 (f) Terms of Reference for the Policy Development Committee and consequent amendments to those of the Scrutiny and Overview Committee (Constitution Review Working Party, 10 July 2007)**
The Constitution Review Working Party **RECOMMENDED TO COUNCIL** that:
- (1) The Terms of Reference for the Policy Development Committee and Scrutiny and Overview Committee be approved as set out in Appendix 1 to the report.
 - (2) The Operating Guidelines for the Task and Finish Panels be approved as set out in Appendix 2 to the report.
 - (3) The process for the approval of the Work Programmes be approved as set out in paragraph 8 of the report.
 - (4) The Chairmen of the Scrutiny and Overview and Policy Development Committees be given discretion to vary the structure and format of committee

- meetings based on the principles set out in paragraph 12 of the report.
- (5) Members of the public be entitled to ask questions at meetings of the Policy Development Committee in accordance with the existing procedure for the Scrutiny and Overview Committee.
 - (6) Members shall not be entitled to sit on both the Scrutiny and Overview and Policy Development Committee.
 - (7) Amendments to Article 6 and the Scrutiny and Overview Procedure rules of the Constitution, listed in appendix 3 of the report and incorporating (1) to (6) above, be agreed.
 - (8) That the scrutiny contingency budget be divided equally between the Scrutiny and Overview Committee (£20k) and Policy Development Committee (£20k).
 - (9) That these arrangements be reviewed by the Working Party in April 2008.

The report considered by the Constitution Review Working Party was made available to all members and can be accessed [on the Council's website](#). Alternatively please e-mail [Democratic Services](#) or telephone 08450 450500.

7 (g) Traveller Issues: Priorities and Resources (Cabinet, 9 July 2007)

Cabinet **RECOMMENDED TO COUNCIL** that the fixed-term Enforcement Officer post D.2.32 be extended from October 2007 to March 2008 (to be funded from the Travellers Issues account) with a view to making this post a permanent post from April 2008 as part of the 2007/08 service planning process.

7 (h) Call-in: Disbanding of Advisory Groups (Scrutiny and Overview Committee, 12 July 2007)

The Scrutiny and Overview Committee called in the following Cabinet decision for consideration at its meeting on 12 July 2007:

“That all Advisory Groups be disbanded, on the understanding they will be replaced by task and finish groups as required, appointed on a politically proportionate basis by, and reporting to, Portfolio Holders.”

In accordance with Scrutiny and Overview Committee Procedure Rule 12.9.2, the Committee may refer the matter to Council. Should the Committee choose this course of action, its recommendation will be reported to Council.

8. CORPORATE OBJECTIVES 2008/2009

The report of the Chief Executive, and appendix containing draft Corporate Objectives, is attached.

RECOMMENDATION

Council is recommended to adopt the Corporate Objectives and Service Priorities set out in the Appendix to the report.

(Pages 27 - 30)

9. FUTURE OF MILTON COUNTRY PARK

The report of the Corporate Manager (Policy, Performance and Partnerships) is attached.

RECOMMENDATION

Council is asked to agree:

- (a) the selection of Cambridge Sports Lakes Trust as the preferred bidder for running Milton Country Park;
- (b) that subject to due diligence by CSLT, the Council's land should be leased to CSLT for a peppercorn, on a 99-year lease, and the land leased from the Stokes should be sub-leased on a 99-year lease, all subject to the land being used as a country park;
- (c) that at the appropriate time the Council gives notice to the County Council to end the current license and, subject to agreement by the County to lease their land to this Council, that we sub-lease it to CSLT on a 99-year lease for use as a country park, along with the SCDC land;
- (d) as part of the terms of the agreement and lease above, to approve a one-off payment of £250,000 to CSLT to enable them to take on the responsibility of running the park; and
- (e) that officers be instructed to pursue the necessary legal and other work to enable the transfer to take place in late 2007 or early 2008.

(Pages 31 - 38)

10. SOUTH CAMBRIDGESHIRE LOCAL DEVELOPMENT FRAMEWORK: ADOPTION OF DEVELOPMENT CONTROL POLICIES DEVELOPMENT PLAN DOCUMENT AND NORTHSTOWE AREA ACTION PLAN

The report of the Corporate Manager (Planning and Sustainable Communities) is attached.

Council is invited to:

- (a) **RESOLVE TO ADOPT** the Development Control Policies DPD and Northstowe AAP, as contained in Appendices 1 and 2, and proceed in accordance with Regulations 35 and 36;
- (b) **RESOLVE TO ADOPT** the revisions to the adopted Proposals Map, as contained in Appendix 4;
- (c) **NOTE** the Sustainability Statements as contained in Appendices 5 and 6; and
- (d) **NOTE** the Habitats Directive Assessments as contained in Appendices 7 and 8.

The appendices are available with the on-line version of this Agenda, published on the Council's website, www.scambs.gov.uk, with a hard copy placed in the Members' Room. Alternatively please contact the Planning Policy Manager, telephone 01954 713181 e-mail keith.miles@scambs.gov.uk.

(Pages 39 - 46)

11. CHANGES TO THE MEMBERS' ALLOWANCES SCHEME

The Leader of the Council, in appointing a Cabinet of eight Members for 2007-2008 at the Annual Council Meeting, announced that no increase to the Members' Allowances budget would arise from the increase in the size of the Cabinet from 7 Members.

In order for this provision to have effect it is necessary for Council to agree a proportional decrease in the Special Responsibility Allowance (SRA) payable to Cabinet Members amounting to 11.6% of SRA.

The Basic Allowance remains unchanged and revised recommended SRAs are as follows:

Current SRA £

New SRA £

Leader	11,368	10,049
Deputy Leader	8,527	7,538
Cabinet Members (6)	7,579	6,700
TOTAL	57,790	57,787

The SRA payable to the Leader of the Major Opposition Group, previously agreed by Council at a level of 30% of the SRA paid to the Leader, would correspondingly reduce from £3,410 to £3,014 per annum, subject to Council approval of these revised figures. In the circumstances it is recommended that this SRA remain at £3,410 per annum, equivalent to 33.9% of the Leader's SRA.

RECOMMENDATION

That the following revised Special Responsibility Allowances be approved, payable with immediate effect to 31 March 2008:

	£
Leader of the Council	10,049
Deputy Leader of the Council	7,538
Cabinet Members	6,700
Leader of the Major Opposition Group	3,410 (Unchanged, equivalent to 33.9% of the Leader of the Council's SRA)

12. QUESTIONS ON JOINT MEETINGS

Joint Body	Date of Meeting	Minutes Published in Weekly Bulletin
South Cambridgeshire Traffic Management Area Joint Committee	16 June 2007	11 July 2007

13. UPDATES FROM MEMBERS APPOINTED TO OUTSIDE BODIES

14. NOTICES OF MOTION

14 (a) Standing in the names of Councillors AN Berent and Dr SEK van de Ven

"South Cambridgeshire District Council should have service priorities which will make a real and meaningful difference to South Cambridgeshire's impact on climate change, as well as the Council's ability to respond to the effects of climate change. As such the following new service priorities shall be added to the Council's Corporate Objectives:

- (1) "To Corporate Objective 1: 'delivering low carbon growth which genuinely facilitates low carbon living.'
- (2) "To Corporate Objective 2: 'fulfilling our commitment to the Nottingham Declaration by taking full account of the implications of climate change in all the services we deliver.'
- (3) "To Corporate Objective 3: 'sustaining the South Cambridgeshire local environment to the benefit of the global environment.'"

14 (b) Standing in the names of Councillors SGM Klindersley and JD Batchelor

"This Council is now satisfied with the Scheme of Delegation already agreed for all

Planning Applications. The application determination performance indicator targets have been achieved so there is no further need to increase the role of Chairman's Delegation. There is now balance between increasing efficiency in the planning process and each Councillor's right to represent their communities and to this end Council urges the Planning Committee not to agree further delegation at this time."

14 (c) Standing in the names of Councillors Mrs EM Hezell and Mrs HM Smith

"At its meeting on 24 May Council voted to change the number of members on the Planning Committee from the recommended number of 15 down to 14. The consequence of this change is that Conservative (8) and Independent (2) representation is unaffected but that Liberal Democrat representation is reduced from 5 to 4.

"In order to be consistent with the Council's commitment to fairness and good relationships between members we, the undersigned, request a formal statement from the Leader of the Council explaining the reasons why the size of the Planning Committee was changed at the start of the Annual Council Meeting."

14 (d) Standing in the names of Councillors A Riley and NJ Scarr

"At its meeting on 24 May, Council voted (Minute 11c2) that every non-executive Member should be afforded the opportunity to sit on one of a list of committees. However, Cllr Cathcart has not been allocated any such committee seat. Council resolves to take action at its next meeting to remedy this problem."

15. CHAIRMAN'S ENGAGEMENTS

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

Date	Venue / Event
28 May	Laid wreath at American Cemetery, US Memorial Day
2 June	100 th birthday party for Mrs Wynne Ford, Chittering
20 June	Proclamation of Midsummer Fair, Cambridge
27 June	Presentation of "Fair Play" awards at Comberton Village College, Year Six sports day
27 June	Reception and Beating the Retreat, Basingbourn Barracks
11 July	Opening of Airspace at the Imperial War Museum, Duxford, by HRH The Duke of Kent
12 July	Opening of the new County Office, Girl Guiding, Stow-cum-Quy and the "Annual Event" at Anglesey Abbey, Lode

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Emergency and Evacuation

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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

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Access for People with Disabilities

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Toilets

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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.

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