



SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

COUNCIL MEETING
THURSDAY, 24 SEPTEMBER 2009

AGENDA AND REPORTS

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

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."

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 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, 24 SEPTEMBER 2009

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

DATED 16 September 2009

GJ HARLOCK
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

PRESENTATIONS

1.30pm Demonstration of new method for Councillors to access Council systems

The Head of ICT will demonstrate the new technology in the Council Chamber and distribute relevant log-in information and equipment to enable Members subsequently to access relevant Council systems.

2.00pm Presentation of badges to past Chairmen of the Council

At the Annual Meeting in May 2009, the Chairman of Council presented official badges to previous holders of office, advising that he considered it appropriate for past Chairmen of Council to receive small tokens in recognition of their periods of service, which they could wear at subsequent civic events. The Chairman has invited past Chairmen, who were unable to attend the Annual Meeting, to receive their badges at this meeting.

2.05pm Smoke-free Gold Award

The Council has achieved the Gold National Clean Air Award in recognition of its outstanding commitment in providing a tobacco smoke-free environment to protect the health, safety and well-being of all who enter Council premises. Councillor SM Edwards, Finance and Staffing Portfolio Holder, will formally present the award to the Chairman of the Council.

1. **APOLOGIES**

2. **DECLARATIONS OF INTEREST**

3. **MINUTES**

To authorise the Chairman to sign the Minutes of the meeting held on 16 July 2009 as a correct record (**attached**).

(Pages 1 - 12)

4. **ANNOUNCEMENTS**

5. **QUESTIONS FROM COUNCILLORS AND THE PUBLIC**

5 (a) **From Councillor Mrs CAED Murfitt to the Leader of the Council**

In the recent IDeA Members' Guide 'Top tips for making savings through better procurement in professional services', Members are told it is their role to ask three fundamental questions. The questions are as follows:

- What are we spending on temporary agency staff and consultancy?
- Do we have a co-ordinated corporate approach to procuring and managing these contracts?
- Are we collaborating with others, regionally and nationally, to gain efficiencies and implement best practice?

Please can the Leader of the Council advise whether answers are available for these questions and, if not, when Members can expect to receive satisfactory answers?

5 (b) **From Councillor Mrs FAR Amrani to the Leader of the Council**

With all the discussion of cutbacks we are hearing about in various Council meetings and the local press, everyone is aware that the Council is facing a huge financial crisis. Most householders know, when faced with debts, you can address the problem by reducing spending and increasing income. Can the Leader expand on what sustainable revenue raising measures the Council is planning to adopt to counterbalance the current spending-cut strategy?

5 (c) **From Councillor RE Barrett to the New Communities Portfolio Holder**

Please could the Portfolio Holder comment on the progress in obtaining off-site contributions towards recreation and public open space since the Public Open Space Supplementary Planning Document was adopted in January 2009?

5 (d) **From Councillor Dr SEK van de Ven to the Planning Portfolio Holder and the Chairman of the Planning Committee**

The Planning Portfolio Holder would agree, I am sure, that changes to Chairman's Delegation would affect all parishes and, consequently, all Members. Given that there has been no offer of a member workshop to discuss concerns or any new proposals, please would he and the Chairman of the Planning Committee therefore guarantee that all members' opinions will be heard either in person (or failing that in writing) at the Planning Committee meeting on 7 October 2009?

- 5 (e) From Councillor Dr SA Harangozo to the Leader of the Council**
Does the Leader intend writing to the Minister for Energy and Climate Change to support substantial and binding cuts in international CO2 emissions at the Copenhagen Climate Change summit and, if not, please could he explain why?
- 5 (f) From Councillor JD Batchelor to the Housing Portfolio Holder**
In view of local concerns over the decision to sell-off Council property at Frog End, Shepreth, has consideration been given to including an "up-lift" clause in any sales contract allowing the Council Tax payers of SCDC to benefit from the sale of any subsequent development?
- 5 (g) From Councillor DH Morgan to the New Communities Portfolio Holder**
Why has the recently-adopted Open Space Supplementary Planning Document (SPD) not made any reference to a requirement for a minimum separation distance between play areas and housing despite representations during the consultation on the draft policy that play areas were being built far too close to homes in new communities, in particular Cambourne, leading to numerous complaints received by the Parish Council, Housing Associations and Police from residents about the noise of children screaming and anti-social behaviour.
- 5 (h) From Councillor Mrs LA Morgan to the New Communities Portfolio Holder**
Would the responsible Portfolio Holder please explain why Cambourne was included in the options to be consulted on for the provision of a Gypsy and Traveller site but without a specific location being identified?
- 5 (i) From Councillor FWM Burkitt to the Leader of the Council**
Would the Leader of the Council agree that South Cambridgeshire District Council should play as active a role as possible in the current debate about traffic management in and around Cambridge?
- 5 (j) From Councillor PW Topping to the Housing Portfolio Holder**
Could the Portfolio holder for housing set out his assessment of the pressures faced by the Council's sheltered housing scheme, and its warden service in particular?

6. PETITIONS

To note all petitions received since the last Council meeting.

7. TO CONSIDER THE FOLLOWING RECOMMENDATION:

7 (a) BARRINGTON: Review of Community Governance Arrangements (Electoral Arrangements Committee, 17 September 2009)

The Electoral Arrangements Committee, at its meeting on 17 September 2009, will be requested to **RECOMMEND TO COUNCIL** that, having conducted a community governance review, the number of Parish Councillors on Barrington Parish Council

be increased from 7 to 9.

Any alternative recommendation will be reported to the Council.

The report and appendices to be considered by the Committee are available to view using the following [link to the Council's website \(www.scamb.gov.uk\)](http://www.scamb.gov.uk) - Agenda Item 4 refers. Alternatively, to obtain a paper copy, please contact Democratic Services, telephone (01954) 713016 e-mail democratic.services@scamb.gov.uk.

8. CLIMATE CHANGE WORKING GROUP ANNUAL REPORT

Council is invited to receive the annual report of the Climate Change Working Group **(attached)**.

(Pages 13 - 24)

9. LOCAL DEVELOPMENT FRAMEWORK (LDF) - NORTH WEST CAMBRIDGE AREA ACTION PLAN (JOINT PLAN WITH CAMBRIDGE CITY COUNCIL) (Key)

The report of the Corporate Manager for Planning and Sustainable Communities is **attached**.

RECOMMENDATIONS

Council is invited to:

- (a) **RESOLVE TO ADOPT** the North West Cambridge Area Action Plan, as contained in Appendix 2, on 22 October 2009, subject to Cambridge City Council adopting the AAP on that day, and proceed in accordance with Regulations 35 and 36.
- (b) **RESOLVE TO ADOPT** the revisions to the adopted Proposals Map, as contained in Appendix 3; and
- (c) **NOTE** the Sustainability Appraisal Adoption Statement as contained in Appendix 4.

The appendices to the report are available to view with the electronic version of this Agenda, accessible via the following [link to the Council's website \(www.scamb.gov.uk\)](http://www.scamb.gov.uk). Paper copies are also available in the Members' Room or from Democratic Services, telephone (01954) 713016 e-mail democratic.services@scamb.gov.uk.

(Pages 25 - 34)

10. APPOINTMENT TO STANDARDS COMMITTEE OF A PARISH COUNCIL MEMBER 2009-2013

To note that, all parish and community councils and meetings in South Cambridgeshire having been invited to submit nominations for a representative to serve on the Standards Committee for the next four years, Stapleford Parish Council had nominated Mr Michael Farrar, who was returned unopposed and will serve a four-year term until 7 August 2013.

11. CAMBRIDGE CITY FRINGES (SECTION 29) JOINT COMMITTEE - APPOINTMENT OF SUBSTITUTE

The Council's representatives on this Committee are Councillors Dr DR Bard and RMA Manning (Conservative Group) and Councillor SGM Kindersley (Liberal Democrat Group).

At present, the Council has appointed one substitute from each group represented on the Committee, Councillors SM Edwards (Conservative Group) and Mrs HM Smith (Liberal Democrat Group).

The Order published by the Secretary of State, bringing the Committee formally into existence following the above appointments, provides for 'each constituent authority (to) appoint a substitute for each voting member it appoints.' The Conservative Group is therefore invited to nominate an additional substitute Member. Should the group wish for Councillor Edwards to act as substitute for Councillor Manning, the additional nominee shall act as substitute for Councillor Dr Bard. Should the group wish for Councillor Edwards to act as substitute for Councillor Dr Bard, then the additional nominee shall act as substitute for Councillor Manning.

12. UPDATES FROM MEMBERS APPOINTED TO OUTSIDE BODIES

The Chairman has expressed a wish that reports under this item should be submitted to Democratic Services for publication with the Agenda, not made at the meeting as verbal updates.

Councillor Mrs BZD Smith has submitted a report relating to her work as the Council's representative on the Children and Young People's Partnership **(attached)**.

(Pages 35 - 36)

13. NOTICES OF MOTION

13 (a) Standing in the names of Councillor Mrs EM Heazell and SGM Kindersley

Concern is mounting particularly amongst our sheltered housing residents and their families regarding our services provided for the vulnerable elderly. There is also rising public concern on this issue.

While many Council sheltered residents have found the emergency cover very satisfactory, and realise that service charges are very much lower than in the private sheltered sector, there are many apprehensions being voiced about the prospect of more change, less staff on-site hours together with increased charges / rents.

Council agrees to subject all services for the vulnerable elderly, whether provided by us or partners across the district, to a review. Such a review could be conducted by our own Scrutiny and Overview Committee, or as a pilot study by the county-wide Joint Accountability Committee.

14. CHAIRMAN'S ENGAGEMENTS

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

July 19 th	Huntingdon Town Council Civic Service
July 21 st	Comberton Village College - Lord Coe - Elite Performers Grants Scheme
July 24 th	RAF Wyton
July 25 th	Opera in Wisbech, St Peter & St Paul's Church
Aug 1 st	Phoenix Open Day

Aug 8 th	Royston & District Angling Club Annual Charity March
Aug 19 th	Attended funeral of former SCDC employee Albert (Eddie) Wayman
August 28 th	VIP Launch of Crop Marks
Sept 4 th	Official Opening of Cancer Care Centre, Scotsdales
Sept 4 th	Abbots Ripton Hall - High Sheriff of Cambridgeshire
Sept 5 th	Chairman's Annual Reception - Scotsdales
Sept 5 th	Girlguiding Centenary Celebrations, Moller Centre
Sept 7 th	Cambridge Preservation Society
Sept 12 th	Melbourn Village College - Dedication of Anniversary window (50 th)
Sept 12 th	Wisbech Mayor's Charity Ball
Sept 13 th	Bridge the Gap Charity Walk
Sept 15 th	Plaque unveiling – Freestone Corner, Gt Shelford
Sept 18 th	Marshalls Centenary Celebrations
Sept 20 th	Godmanchester Town Council Civic Service
Sept 22 nd	Cambridge University Hospitals – Launch of Masterplan
Sept 23 rd	Opening of Discovery building at College of West Anglia
Sept 23 rd	Cambridgeshire Celebrates Age 2009 - Press Launch

GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

While the District Council endeavours to ensure that visitors come to no harm when visiting South Cambridgeshire Hall, those visitors also have a responsibility to make sure that they do not risk their own or others' safety.

Increased hygiene at South Cambridgeshire Hall

In light of the swine flu pandemic, we have intensified our usual cleaning routines in council buildings. We have also introduced hand gel dispensers throughout the offices, including public areas. When visiting South Cambridgeshire Hall you are encouraged to use these facilities if and when required to help limit the spread of flu.

Security

Members of the public attending meetings in non-public areas of the Council offices must report to Reception, sign in, and at all times wear the Visitor badges issued. Before leaving the building, such visitors must sign out and return their Visitor badges to Reception.

Emergency and Evacuation

In the event of a fire, a continuous alarm will sound. 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

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. 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 lifts.

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, sub-committee or other sub-group of the Council or the executive.

Banners, Placards and similar items

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

Since 1 July 2008, the Council has operated a new Smoke Free Policy. Visitors are not allowed to smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

Food and Drink

Vending machines and a water dispenser are available on the ground floor near the lifts at the front of the building. Visitors are not allowed to bring food or drink into the meeting room.

Mobile Phones

Visitors are asked to make sure that their phones and other mobile devices are set on silent / vibrate mode during meetings or are switched off altogether.