



SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

COUNCIL MEETING
THURSDAY, 24 FEBRUARY 2011

AGENDA AND REPORTS

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

OUR VISION

- We will make South Cambridgeshire a safe and healthy place where residents are proud to live and where there will be opportunities for employment, enterprise and world-leading innovation.
- We will be a listening Council, providing a voice for rural life and first-class services accessible to all.

OUR VALUES

We will demonstrate our corporate values in all our actions. These are:

- Trust
- Mutual respect
- A commitment to improving services
- Customer service

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 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 FEBRUARY 2011

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

DATED this Wednesday 16 February 2011

JEAN HUNTER
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. **APOLOGIES**
Apologies have been received from Councillor Stephen Harangozo.
2. **DECLARATIONS OF INTEREST**
3. **MINUTES**
To authorise the Chairman to sign the Minutes of the meeting held on 27 January 2011 as a correct record.

(Pages 1 - 8)
4. **ANNOUNCEMENTS**
To receive any announcements from the Chairman, Leader, the executive or the head of paid service.
5. **PETITIONS**
To note all petitions received since the last Council meeting.
6. **TO CONSIDER THE FOLLOWING RECOMMENDATIONS:**
- 6 (a) **Budget and Council Actions for 2011/12 and Council Objectives & Annual Priorities (Cabinet, 10 February 2011) (Key)**
Cabinet RECOMMENDED TO COUNCIL:
 - (a) That the capital programme and the associated funding up to the year ending 31st March 2016 be approved as submitted (*see Note 2, below*);
 - (b) That the revised revenue estimates for the year 2010/11 and the revenue estimates for 2011/12 be approved as submitted in the General Fund

Democratic Services Contact Officer: Holly Adams 03450 450 500

- summary;
- (c) That the Medium Term Financial Strategy be approved based on the assumptions set out in the report to Cabinet on 10 February 2011 (see *Note 3, below*);
 - (d) That the District Council demand for general expenses for 2011/12 be £6,934,200;
 - (e) That Council sets the amount of Council Tax for each of the relevant categories of dwelling in accordance with Section 30(2) of the Local Government Finance Act 1992 on the basis of a District Council Tax for general expenses on a Band D property of £115.46 plus the relevant amounts required by the precepts of Parish Councils, Cambridgeshire County Council and the Cambridgeshire Police and Fire Authorities, (see *Note 1, below*);
 - (f) That the prudential indicators be approved;
 - (g) That Senior Management Team be instructed to identify further savings of around £225,000 per annum with effect from 2013/14 onwards;
 - (h) That the further continuation of the Council's Vision and Corporate Aims and Approaches be agreed as the strategic planning framework for the organisation; and
 - (i) That the List of Corporate Actions be agreed as the Council's key priority actions for 2011-12, for incorporation within the emerging Corporate Plan (2011-14) and final service plans for 2011-12.

FURTHER TO RECOMMENDATION (e) ABOVE, COUNCIL IS RECOMMENDED TO AGREE THE FOLLOWING STATUTORY RESOLUTION IN RESPECT OF THE COUNCIL TAX FOR 2011-12:

That the following amounts be now calculated by the Council for the year 2011-12 in accordance with Sections 32 to 36 of the Local Government Finance Act 1992:

- (a) **£79,712,190** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act (gross expenditure including parish precepts, the Housing Revenue Account and additions to reserves)
- (b) **£62,815,950** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act (gross income including the Housing Revenue Account and use of reserves)
- (c) **£16,896,240** being the amount by which the aggregate at (a) above exceeds the aggregate at (b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year (net expenditure) being the district amount of £12,967,170 and the parish precepts of £3,929,070
- (d) **£6,032,970** being the aggregate of the sums which the Council estimates will be payable for the year into its general fund in respect of formula grant increased/decreased by the amount of the sums which the Council estimates will be transferred in the year from/to its collection fund to/from its general fund in accordance with Section 97(3)(Council Tax transactions) of the Local Government Finance Act 1988
- (e) **£180.88** being the amount calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its council tax for the year (average Council Tax for a band D property for the

District including parishes)

- (f) **£3,929,070** being the aggregate amount of all special items referred to in Section 34(1) of the Act (parish precepts)
- (g) **£115.46** being the amount calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates (average Council Tax for a Band D property for the District excluding parishes), the amounts being for each of the categories of dwellings shown below in **Table 1**
- (h) In accordance with Section 34(3) of the Act, the basic amounts of council tax for the year for dwellings in those parts of its area to which a special item relates are shown by adding the amounts for band D for the District Council in **Table 1** and **Appendix A**
- (i) In accordance with Section 36(1) of the Act, the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands are shown by adding the amounts for each band in **Table 1** and **Appendix A**.

That it be noted that for the year 2011-12 the Cambridgeshire County Council and the Cambridgeshire Police Authority and Cambridgeshire and Peterborough Fire Authorities have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings as shown in **Table 1**:

Table 1	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
County Council	698.52	814.94	931.36	1,047.78	1,280.62	1,513.46	1,746.30	2,095.56
Police Authority	113.04	131.88	150.72	169.56	207.24	244.92	282.60	339.12
District Council	76.97	89.80	102.63	115.46	141.12	166.78	192.43	230.92
Fire Authority	38.58	45.01	51.44	57.87	70.73	83.59	96.45	115.74

and

- (j) That the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts set out in **Appendix B** as the amounts of council tax for the year 2011-12 for each of the categories of dwellings shown in **Appendix B**.

NOTES AND SUPPORTING INFORMATION IN RESPECT OF SETTING THE COUNCIL TAX AND BUDGET FOR 2011/12

- (1) *Members should be aware of the provisions of the Local Government Finance Act 1992 which state that any Member who, at the time of a Council meeting considering matters relating to the Council's finances, is two months or more*

in arrears with their Council Tax or any payment instalment of it, must disclose that fact at the meeting and not vote on the subject. Failure to do so is a criminal offence. If you think this might apply to you, please contact the Chief Executive urgently.

- (2) *At its 22 July 2010 meeting Council approved an increase of £1 million in the capital programme for the repurchase of equity share properties funded from either capital receipts or borrowing. Members are requested to note that, rather than resort to borrowing, £349,310 of this additional £1 million has been shown in the draft revised estimates as funded by use of all the available Housing Revenue Account capital receipts with the balance of £650,690 being funded from revenue. Approval of the revised estimates will, therefore, amend the financing referred to in the July decision.*
- (3) *The report and appendices considered by Cabinet on 10 February 2011 are available to view using the following link to the Council's website, www.scambsgov.uk/meetings, and clicking on Cabinet 10 February 2011. Alternatively, hard copies of these documents are available in the Members' Lounge and from Democratic Services, if requested no later than 48 hours before the Council meeting, telephone 01954 713030, e-mail democratic.services@scambsgov.uk.*
- (4) *Hard copies of the book of Revenue Estimates for the year ending 31 March 2012 and Capital Estimates to the year ending 31 March 2016 have been distributed to all Members either with this Agenda or under separate cover. A copy has also been placed in the Members' Lounge or is available from Democratic Services using the contacts shown in note (3) above.*
- (5) *Including the precepts from the County Council, the Police and Fire Authorities and all of the parishes, the formal Council Resolution would produce a Council Tax for a band D property of:*

		£
p		
District Council	General Expenses	115.46
	Special Expenses for Parish Precepts (average)	65.42
County Council		1,047.78
Police Authority		169.56
Fire Authority		57.87
Total		1,456.09

On these figures the Council Tax would range from £927.11 for Band A to £3,008.82 for Band H before any discounts or benefits.

(Pages 9 - 12)

6 (b) Housing Revenue Account (HRA) Housing Rents, Budget & Service Charges 2011/12 (Cabinet, 10 February 2011) (Key)

Cabinet **RECOMMENDED TO COUNCIL** that:

- (a) from the first rent week in April 2011, rents for existing tenants are increased in line with the Department of Communities and Local Government (CLG) guidelines, based on an inflationary adjustment of 5.1%, with a maximum variation of £2.00 towards the phasing in of rent restructuring;
- (b) charges for other services and facilities are increased as outlined below

Service or Facility	Current Charge	Proposed Charge	Increase / Decrease	
	p.w.	p.w.	%	£
	£	£		
Charges for Flats with Communal Areas				
Blocks with a Door Entry System	2.00	3.00	50.0	1.00
Other Blocks	1.00	2.00	100.0	1.00
Sheltered Housing Charges				
Tenants				
- support element	15.14	13.63	-10.0	-1.51
- communal facilities	7.14	7.50	5.1	0.36
Equity Shareholders				
Maximum Charge (exclusive of capital works)				
- schemes with communal facilities	30.32	31.58	4.2	1.26
- schemes without communal facilities	20.53	21.29	3.7	0.76
Alarm System Service Charges*				
Individual Alarms				
- where the Council supplies the alarm	3.98	4.08	2.5	0.10
- where the user supplies the alarm	3.22	3.30	2.5	0.08
* plus VAT where appropriate				
Garage Rents				
Garages rented to a Council tenant or leaseholder	7.22	7.59	5.1	0.37
N.B. In excess of two garages will be subject to VAT				
Other Garages (subject to VAT)	9.97	10.48	5.1	0.51

- (c) in the event that the final reduction required in the support element of the sheltered housing service charge differs from that proposed, that authority to agree any change be delegated to the Housing Portfolio Holder; and
- (d) that the revised Housing Revenue Account estimates for the year 2010/11 and the revenue estimates for 2011/12 be approved as submitted in the HRA summary (**Appendix A**, attached).

(Pages 13 - 14)

6 (c) Community Safety 3-year Rolling Plan 2011-2014 (Cabinet, 10 February 2011) (Key)

Cabinet **RECOMMENDED TO COUNCIL** adoption of the South Cambridgeshire Crime and Disorder Reduction Partnership Community Safety Plan 2011-14.

The Plan is available to view using the following link to the Council's website, www.scambs.gov.uk/meetings, and clicking on Council 24 February 2011.

Alternatively, a hard copy is available in the Members' Lounge and can be supplied by Democratic Services if requested no later than 48 hours before the meeting, telephone 01954 713030, e-mail democratic.services@scambs.gov.uk.

- 6 (d) Investment Strategy (Treasury Management) 2011/12 (Finance and Staffing Portfolio Holder, 15 February 2011) (Key)**
The Finance and Staffing Portfolio Holder **RECOMMENDED TO COUNCIL** adoption of the Interim Investment Strategy for 2011/12 (**Appendix A**).

A copy of the report to the Finance and Staffing Portfolio Holder, incorporating an amendment to paragraph 9(1) requested by the Portfolio Holder at his 15 February 2011 meeting, is also attached.

(Pages 15 - 26)

7. SWAVESEY BYEWAYS RATE 2011/12

(Pages 27 - 40)

8. QUESTIONS ON JOINT MEETINGS

Joint Body	Date of Meeting	Minutes Published in Weekly Bulletin
Joint Development Control Committee: Cambridge Fringes	26 January 2011	8 February 2011

9. UPDATES FROM MEMBERS APPOINTED TO OUTSIDE BODIES

10. QUESTIONS FROM COUNCILLORS

10 (a) From Councillor John Batchelor to the Leader of the Council

"In the interests of openness and transparency could we have Cabinet Minutes tabled at full council for noting? This would give members a better understanding of the work of the Cabinet and an opportunity to raise issues of interest and or concern."

10 (b) From Councillor Janet Lockwood to the Leader of the Council

"My village Hauxton has no shop, no doctor's surgery, no dentist, no post office or bank. The elderly and infirm rely totally on the subsidised bus service to access these facilities, and they will be marooned without them. They value their independence and do not want lifts. What is this Council doing to protect the subsidised bus service which supports a huge number of its rural residents? I note this features in the stated Aims and Approaches of this Council viz: 'playing our part in improving rural services including transport links.'"

10 (c) From Councillor Bridget Smith to the Leader of the Council

"South Cambridgeshire District Council is currently handling 10 planning applications for large scale photovoltaic installations. Obviously, the reduction in CO₂ emissions that these installations would deliver is completely in line with the council's aims. It is hoped that this council will be encouraging support for initiatives of this type and also supporting parish councils to do likewise. However, PV installations do not require any S106 contribution despite the fact that their owners may derive significant financial benefit. Some degree of local benefit could go a long way to encouraging parishes to support their approval. What can this council do to secure local community benefits in association with large scale PV installations?"

10 (d) From Councillor Jonathan Chatfield to the Leader of the Council

"How is the Cabinet planning on making greater use of social media? Are we most likely to see the Leader on Facebook, Twitter or YouTube?"

10 (e) From Councillor Lynda Harford to the Leader of the Council

“When I attended the appeal hearing for Plot 12 Victoria View, Smithy Fen I was concerned that the absence of an up to date Gypsy & Traveller Development Plan Document was the Council's Achilles Heel. This concern has been endorsed by my reading of the inspector's decision to allow the appeal. Whilst I am aware that the defence of this is the lack of up to date guidance from central government this has, I believe, now left Cottenham in a much more vulnerable position with regard to future development of Smithy Fen. The parish council have been urging progress on the Gypsy & Traveller DPD having long since identified the risk and the current legal occupants of the site deserve more certainty around the future in order that efforts to restore the area to one where they can feel safe and proud to live may be made. It is simply not acceptable that the council continues to drag its feet on this matter and I would ask that the administration tells us what urgent action it proposes to take to mitigate the risk to my parishioners posed by the current laissez faire policy.”

10 (f) From Councillor Frances Amrani to the Leader of the Council

“This council voted to recommend a boundary review for those wards which border Cambridge City. What measures does the leader have to manage the impact on this proposed budget that any shortfall from the loss of new homes bonus may have as a result of this boundary review?”

10 (g) From Councillor Alex Riley to the Leader of the Council

“The Longstanton and District Heritage Society has been agitating to get numerous buildings associated with the former Oakington Airfield preserved. This would require finance from the Homes and Communities Agency, as well as using up land which was intended for use as part of Northstowe. Is there an estimate both of the cost of restoring and preserving these buildings, and of the area which their proposal would remove from the Northstowe footprint? What consequences would this have, both for the Northstowe s106, and for the green separation between Northstowe and the nearest villages?”

11. NOTICES OF MOTION

11 (a) Standing in the name of Councillors Liz Heazell and Hazel Smith

This Council firstly congratulates all those in the Environmental Health Department on the way that the staff has conducted business following the resignation of the Chief Officer last Spring, and the retirement of the long-serving Principal Officer last summer.

Secondly, this council requests that the search for a new Chief Officer be put on hold. This would enable the Senior Management Team to explore the possibility of SCDC sharing a Chief Environmental Health Officer with another authority. The position of Principal Officer should also be considered for a joint appointment. It would be sensible to use this opportunity to devise a policy regarding shared services in general.

In view of the cuts, the Liberal Democrat Group believes that local taxpayers would favour the possibility of a permanent saving in expenditure, bearing in mind that a saving could mean the possibility of using the money saved on a more necessary or desirable objective.

11 (b) Standing in the names of Councillors Nick Wright and Mark Howell

This Council supports seeking energy from renewable resources. However, applications for Wind farms (2 turbines or more) cause deep concerns to our residents by nature of their size, scale and noise. This Council believes that a

minimum distance of 2 kilometres (1.5 miles) between a dwelling and a turbine should be set to protect residents from disturbance and visual impact. If the applicant can prove that this is not the case a shorter distance would be considered. This will be addressed during the review of the Local Development Framework.

11 (c) Standing in the name of Councillor John G Williams

This council recognizes the important part that local government has to play in tackling the country's financial deficit. Contrary to national government, local government has made efficiency savings of three per cent in each of the past eight years. However the government settlement this council and others have received is so structured to make its biggest hit in this coming financial year and this front loading means we have not had the lead in time necessary to re-engineer services on a lower cost base in a planned and measured way. The settlement is for two years only out of the five year period of the national government and therefore this and other councils could be faced with a similar situation in two years time. We therefore agree that this council should write to the Secretary of State for Communities and Local Government to draw attention to the difficulties caused by the current front loading and ask that before the next local government settlement takes place in 2013 there is extensive consultation with local authorities on its implementation to minimize its impact on vulnerable communities and front line services.

12. CHAIRMAN'S ENGAGEMENTS

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

Date	Venue / Event
1 Feb 2011	Flag raising for LGBT Month, SCDC Cambourne
4 Feb 2011	Mayor of Whittlesey Charity Dinner Dance, Whittlesey
12 Feb 2011	Opening Ladybird School, Thriplow
17 Feb 2011	Former Far East Prisoners of War - Buffet lunch, Guildhall Cambridge
22 Feb 2011	Coffee Morning, St Vincents Close, Girton

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.

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. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can obtain both neck loops and earphones from Reception.

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.