



Tuesday 5 November 2013

To: Chairman – Rick Hylton  
Darren Alderson, Phil Aldis, Gemma Barron, Mick Birchall, Alex Cavanagh, Mark Chalmers, Vickie Crompton, Mark Freeman, Lyn Hesse, Mike Hill, Jean Hunter, David Jenkins, Amanda Mays, Gary Mitchley, Pat Mungroo, Nikki Pasek, Nicky Phillipson, Leigh Roberts, Chris Savage, Ben Shelton, Mandy Smith, Mike Soper, Mark Swain and Susie Talbot.

Dear Sir / Madam

You are invited to attend the next **CDRP BOARD STAKEHOLDER EVENT**, which will be held in the **SWANSLEY ROOM, GROUND FLOOR** at South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA on **WEDNESDAY, 13 NOVEMBER 2013 at 10.30 a.m.**

Yours faithfully  
**PATRICK ADAMS**  
Democratic Services Officer

**If you have any specific needs in relation to access to the agenda, for example large print, please let us know, and we will do what we can to help you.**

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<b>AGENDA</b>		<b>PAGES</b>
<b>1.</b>	<b>Introductions and Apologies</b>	
<b>2.</b>	<b>Declarations of Interest</b>	
<b>3.</b>	<b>Minutes of Previous Meeting</b>	<b>1 - 6</b>
<b>4.</b>	<b>Welcome to Stakeholder Event - Rick Hylton</b>	
<b>5.</b>	<b>Presentation and Discussion: Improving how the Courts address Drug Offences - Pat Mungroo</b>	

- 6. Reviewing: Past 6 months** **7 - 10**
- a) Crime and ASB in the District – Presentation by CI Darren Alderson
  - b) Update from CDRP T&CG – CDRP Activity Report
  - c) Discussion and questions
- 7. Looking Ahead: Next 12 months** **11 - 14**
- a) Police and Crime Panel Verbal Update from Cllr Ben Shelton – 5 minutes
  - b) For information only: Transforming Rehabilitation (changes to National Probation Service)
  - c) For information only: Transfer of Victim Services Funding to Police and Crime Commissioner
- 8. Date of Next CDRP Stakeholder Event: February 2014 (to be confirmed)**

## **GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL**

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### **Security**

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### **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 and Use of Mobile Phones**

We are open and transparent about how we make decisions. We allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

### **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**

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