



SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

COUNCIL MEETING
THURSDAY, 24 APRIL 2014

AGENDA AND REPORTS

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

OUR LONG-TERM VISION

South Cambridgeshire will continue to be the best place to live, work and study in the country. Our district will demonstrate impressive and sustainable economic growth. Our residents will have a superb quality of life in an exceptionally beautiful, rural and green environment.

The Council will be recognised as consistently innovative and a high performer with a track record of delivering value for money by focusing on the priorities, needs and aspirations of our residents, parishes and businesses.

OUR VALUES

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

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

EXCLUSION OF PRESS AND PUBLIC

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 **2.30 P.M.** on

THURSDAY, 24 APRIL 2014

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

DATED 14 April 2014

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

Please note that a presentation on the introduction of the Community Infrastructure Levy (CIL) will be held for Councillors in the Chamber from 2pm to 2:30pm

- 1. APOLOGIES**
To receive any apologies for absence.
- 2. DECLARATIONS OF INTEREST**
To receive any declarations of Members' interests for items on this agenda.
- 3. REGISTER OF INTERESTS**
Members are requested to inform Democratic Services of any changes in their Register of Members' Financial and Other Interests form.
- 4. MINUTES OF PREVIOUS MEETING**
To authorise the Chairman to sign the Minutes of the previous meeting held on 27 February 2014 as a correct record.
(Pages 1 - 14)
- 5. MINUTES OF EXTRAORDINARY MEETING**
To authorise the Chairman to sign the Minutes of the extraordinary meeting held on 13 March 2014 as a correct record.
(Pages 15 - 34)

6. ANNOUNCEMENTS

To receive any announcements from the Chairman, Leader, the Executive or the Head of Paid Service.

7. QUESTIONS FROM THE PUBLIC

To note that no questions from the public have been received.

8. PETITIONS

To consider an e-petition in the name of Mr Clayton Hudson entitled "Upper Cambourne Bus Link / Emergency Access", which has received 118 signatures.

Mr Clayton Hudson has been invited to address the meeting.

(Pages 35 - 36)

9. TO CONSIDER THE FOLLOWING RECOMMENDATIONS:

9 (a) Amendment to the Council's Standing Orders - Recorded Votes for budget decisions at Full Council (Civic Affairs Committee, 20 March 2014)

The Civic Affairs Committee **RECOMMENDED** to Full Council the introduction of a new paragraph 16.6 headed 'Recorded vote on budget decisions' to the Council's Standing Orders, to read:

"If the Council is considering an item on the Council's budget or the setting of the Council Tax, the names for and against the motion or amendment, abstaining from voting or not voting will be taken down in writing and entered into the minutes".

9 (b) CONSIDERATION OF THE GOVERNMENT'S CITY DEAL FOR GREATER CAMBRIDGE (Cabinet, 10 April 2014)

Cabinet

RECOMMENDED THAT COUNCIL endorses the principles of the Greater Cambridge City Deal.

10. REVIEW OF POLITICAL BALANCE AND THE ALLOCATION OF SEATS TO COMMITTEES

It is **RECOMMENDED** that Council approves:

- (a) The allocation of seats, as set out in **Appendix A** of the report.
- (b) The nominations of the political groups to seats on committees, as set out in **Appendix B** of the report, subject to any amendments put forward at the meeting by political groups.

(Pages 37 - 50)

11. APPOINTMENT TO CAMBRIDGESHIRE COUNTY COUNCIL'S HEALTH COMMITTEE

To appoint a non-voting co-opted Member and Substitute to sit on Cambridgeshire County Council's Health Committee, which will be responsible for the Council's public health function, and for Overview and Scrutiny of the health service.

(Pages 51 - 52)

12. RISK MANAGEMENT STRATEGY

To note the Risk Management Strategy and the Strategic Risk Register as agreed by the Corporate Governance Committee on 21 March 2014.

(Pages 53 - 90)

13. QUESTIONS ON JOINT MEETINGS

To receive any questions on joint meetings.

14. QUESTIONS FROM COUNCILLORS

14 (a) From Councillor John Williams

Primary care has coped for years with a decreasing slice of the NHS cake. In 2005 GP services took 10.4% of the NHS budget and this had fallen to 8% last year. Indeed there are many GP services which are not funded by the NHS such as blood tests. Now the NHS is introducing changes which will reduce GP funding even further and many local GP practices now face having to reduce the level of services that can be offered at the local surgery to balance the books. Could I ask this council's representative on the Cambridgeshire Health and Wellbeing Board what action she is taking to ensure the Board is actively engaged with the NHS England East Anglia Area Team to stop them substantially reducing the value of the GP contract which threatens community GP surgery services, particularly the knock on effect to those facilities such as phlebotomy which are provided outside the NHS contract?

14 (b) From Councillor Bridget Smith

Can the portfolio holder please disclose to what extent the Council's Public Health role, including inspections of food premises, has been carried out in the past 12 months by people other than officers of this authority and what the cost of this has been to the Council?

14 (c) From Councillor Jonathan Chatfield

Could the Leader take this opportunity to welcome the engagement of local people in the planning process and could he confirm this Council's ongoing willingness to work with local communities and parish councils regarding future development within our villages?

14 (d) From Councillor Susan van de Ven

A resident of Meldreth, together with his neighbours, clears leaves and debris from gutters in the High Street, saving work for our street cleaners and also for County drainage services. Additionally, following the publication of the Meldreth Parish Plan some ten years ago, a pavement warden rota was set up, and around the village several people carry out a similar role. Some volunteers are able to dump the organic debris they collect in their home compost heaps, but others don't have the space for composting. They are concerned about the reduction in green bin collections in the months when they are still actively keeping gutters and drains clear.

The suggestion was made that extra green bins might be allocated by South Cambs District Council to assist volunteers with carrying out this task. This is the same kind of service that volunteer village litter picking parties receive - residents do the work and SCDC assists by providing bags, litter picking devices, and prompt collection. Would it be possible to organize practical support for voluntary collection of green

waste? Including parish councils in the arrangement would introduce unwanted fees, due to statutes that define parish council waste as commercial waste, so bypassing parish councils and making arrangements directly with village volunteers, perhaps liaising through district councillors, might be the best avenue.

14 (e) From Councillor Ben Shelton

Can the Leader ask the planning department if they would kindly let District Councillors know of ANY applications this authority receives, including any agricultural applications, even if there is no comment to be made or any approval needed, merely for information purposes?

15. NOTICES OF MOTION

15 (a) Standing in the name of Councillor Kevin Cuffley

South Cambridgeshire District Council has grave concerns about the proposed closure of Barclay's Bank in Sawston, which will have the effect of depriving one of the largest communities in the District of retail banking services and which appears to be part of a wider pattern of withdrawing banking services from rural areas.

The Council is particularly concerned about the impact of this closure on the viability of small businesses in Sawston and the surrounding villages and urgently requests Barclay's to reconsider this decision.

15 (b) Standing in the name of Councillor Aidan Van de Weyer

This Council notes that:

- the rebuilding of the A14 represents an excellent opportunity to restore the many connections between our communities which were thoughtlessly severed by previous road building;
- through its policies, the Council aims to encourage active modes of transport wherever possible;
- the Council has undertaken to contribute a significant part of our budget to this scheme of national importance;
- the information provided by the Highways Agency as part of the current consultation shows promising signs of good provision for non-motorised users (NMUs) on some parts of the route, although no details are given about widths of paths or crossing configurations;
- provision for NMUs that is segregated from motor traffic has not been proposed along the detrunked part of the A14 West of Swavesey;
- Cabinet, in its submission to the previous consultation, stressed the importance of provision for non-motorised users 'along the whole route'.

This Council recommends that:

- as soon as possible, Cabinet scrutinises in detail whether the proposals conform to the principles of local access that it previously expressed;
- Cabinet includes in its response minimum acceptable standards for widths and crossing treatments;
- Cabinet explores uses of the detrunked A14 other than keeping it as a dual carriageway.

15 (c) Standing in the name of Cllr Tumi Hawkins

The Council notes that

- The Localism Act gives councils an opportunity to choose the system of governance that they think is best suited to their area
- The existing "Leader and Cabinet" model leads to under-representation of the diverse viewpoints of this Council and the concentration of power with a handful of individuals where party and/or personal loyalty is rewarded above all else
- It is in the public interest to have an accountable and representative system of local government that is inclusive of all political viewpoints

This Council recommends that

- The system of governance should be changed to the committee system to increase visibility, accountability and inclusiveness in the decision making process within this authority.

If this motion is agreed the Civic Affairs Committee will be tasked with drawing up the relevant recommendations to Council.

16. CHAIRMAN'S ENGAGEMENTS

To note the Chairman's engagements since the Council meeting held on 27 February 2014:

Date	Event	Attended by
10 March 2014	South Cambridgeshire District Council – Fly a Flag for the Commonwealth	Chairman
21 March 2014	Opening of Primrose Lane, Impington housing development	Chairman
22 March 2014	Mayor of Godmanchester Charity Ball, Wood Green	Chairman
29 March 2014	Linton Granta Pavilion Opening	Chairman
4 April 2014	Chairman of North Hertfordshire District Council Civic Reception, Little Wymondley	Chairman
12 April 2014	Mayor of Huntingdon Civic Ball	Chairman

GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

Notes to help those people visiting the South Cambridgeshire District Council offices

While we try to make sure that you stay safe when visiting South Cambridgeshire Hall, you also have a responsibility for your own safety, and that of others.

Security

When attending meetings in non-public areas of the Council offices you must report to Reception, sign in, and at all times wear the Visitor badge issued. Before leaving the building, please sign out and return the Visitor badge to Reception.

Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail democratic.services@scambs.gov.uk

Emergency and Evacuation

In the event of a fire, a continuous alarm will sound. Leave 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 opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give protection for a minimum of 1.5 hours. Press the alarm button and wait for help from 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 you feel unwell or need first aid, please alert a member of staff.

Access for People with Disabilities

We are committed to improving, for all members of the community, access to our 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 get 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

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. Failure to do so, will result in the Chairman suspending the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, 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. The meeting will be suspended until order has been restored.

Smoking

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one is 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. You are not allowed to bring food or drink into the meeting room.