



SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

COUNCIL MEETING
THURSDAY, 29 JANUARY 2015

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.

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 **2.00 P.M.** on

THURSDAY, 29 JANUARY 2015

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

DATED 21 January 2015

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

PRESENTATION

- 1. APOLOGIES**
To receive apologies for absence from Members.
- 2. DECLARATIONS OF INTEREST**
To receive any declarations of interest from Members in respect of any 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**
To authorise the Chairman to sign the Minutes of the meeting held on 27 November 2014 as a correct record.

(Pages 1 - 14)
- 5. ANNOUNCEMENTS**
To receive any announcements from the Chairman, Leader, the Executive or the Head of Paid Service.
- 6. QUESTIONS FROM THE PUBLIC**
To note that no questions from the public have been received.

7. **PETITIONS**

To note that no petitions for consideration by Full Council have been received.

8. **TO CONSIDER THE FOLLOWING RECOMMENDATIONS:**

8 (a) **Localised Council Tax Support Scheme (Finance and Staffing Portfolio Holder, 15 July 2014)**

Council is **RECOMMENDED** to approve the Localised Council Tax Support Scheme for 2015/16.

The Council Tax Reduction Scheme (Prescribed Requirements) (England) (Amendment) Regulations 2014 were laid before Parliament on 18 December 2014 and came into force on 12 January 2015. These Regulations allow for annual uprating of calculation components for pensioner Council Tax support. Minor amendments have therefore been necessary to the Scheme, which address those people that are income based job seekers who do not have the right to reside for the purposes of entitlement to Council Tax support. Other changes as a consequence of the new legislation have also been made.

A full version of the revised Localised Council Tax Support Scheme document and the Council Tax Reduction Scheme (Prescribed Requirements) (England) (Amendment) Regulations 2014 have been published separately and can be viewed via the following link:

<http://scambsmoderngov.co.uk/ieListDocuments.aspx?CId=410&MId=6285&Ver=4>

The original report considered by the Portfolio Holder on 15 July 2014 is attached, for information.

(Pages 15 - 18)

8 (b) **Recorded Votes (Civic Affairs Committee, 15 January 2015)**

The Civic Affairs Committee, in debating the motion that was referred to it by Full Council regarding a proposal to introduce recorded votes for all votes taken at meetings at Full Council, except for decisions on appointments or decisions taken by affirmation, **RECOMMENDED** that the motion be lost.

8 (c) **Petitions Scheme (Civic Affairs Committee, 15 January 2015)**

The Civic Affairs Committee **RECOMMENDED** the revised Petitions Scheme, as attached, to Full Council for approval.

The report considered by the Civic Affairs Committee, together with the decision sheet from that meeting and the Council's existing Petitions Scheme, can be viewed via the following link:

<http://scambsmoderngov.co.uk/ieListDocuments.aspx?CId=1029&MId=6320&Ver=4>

(Pages 19 - 24)

8 (d) Annual Pay Policy Statement 2015/16 (Employment Committee, 29 January 2015)

The attached report will be considered by the Employment Committee at 10.00am on 29 January 2015. Appendix A of the report will follow.

Any recommendations from the Employment Committee will be reported to the meeting of Council.

(Pages 25 - 26)

9. NORTHSTOWE JOINT DEVELOPMENT CONTROL COMMITTEE MEMBERSHIP

The Independent Group proposes the following changes in its membership on the Northstowe Joint Development Control Committee:

Councillor Douglas de Lacey to be appointed as Member of the Committee in place of Councillor Edd Stonham.

Councillor Edd Stonham to be appointed as a substitute on the Committee in place of Councillor Douglas de Lacey and be the first named substitute.

Councillor Neil Davies to retain his position as a substitute on the Committee and be the second named substitute.

10. MOTION TO RESCIND A PREVIOUS DECISION

In accordance with Standing Order 15.1, the following motion to rescind the decision made at the meeting of the Council on 27 November 2014 in respect of the item on Greater Cambridge City Deal Governance Arrangements has been received:

“That the decision to include the words ‘subject to the deletion of the words ‘at the discretion of the Chairman’ at paragraph 11 of the Standing Orders set out in Annex A’ in resolution (a) of the item on the Greater Cambridge City Deal Governance Arrangements be rescinded.”

The motion received the required twelve signatures and was signed by Councillors Francis Burkitt, Simon Edwards, Roger Hickford, James Hockney, Mark Howell, Ray Manning, Mick Martin, David McCraith, Ben Shelton, David Whiteman-Downes, Tim Wotherspoon and Nick Wright.

A copy of the original decision relating to this item is attached at Appendix A.

By rescinding this part of the decision, Council will approve the Terms of Reference for the Greater Cambridge City Deal Executive Board, attached at Appendix B.

(Pages 27 - 36)

11. QUESTIONS ON JOINT MEETINGS

To receive any questions on joint meetings.

12. QUESTIONS FROM COUNCILLORS

12 (a) From Councillor Peter Topping

“In planning the amenities for the future residents at Northstowe, is the advice and views of the Local Access Forum being taken into account in accordance with Section 95 of the Countryside Act 2000?”

I am a member of the Local Access Forum for Cambridgeshire.”

12 (b) From Councillor Kevin Cuffley

“Will the Leader confirm if this Council has received any complaints about the reduced waste and recycling collections over the Christmas period?”

12 (c) From Councillor Ben Shelton

“Will the Leader clarify that if Article 4 is adopted by this Council then pubs that have already closed will qualify for this protection?”

13. NOTICES OF MOTION

13 (a) Standing in the name of Councillor Robin Page

“That this Council no longer includes its two paragraphs ‘*Our Long-Term Vision*’ on any of its documents and agendas and removes the ‘*Our Values*’ item from the same documents.

The long term vision is quite clearly self-delusional and no longer appropriate in view of the development being imposed on South Cambridgeshire, whereas ‘*Our Values*’ clearly replaces individual responsibility and judgement with corporate hype. This should have no part in the work of South Cambridgeshire District Council.”

13 (b) Standing in the name of Councillor James Hockney

"This Council has significant concerns about the proposed closure of Natwest Bank in Histon. This is due to the effect it will have on residents in the local area having to travel into Cambridge. Depriving one of the larger communities in the District and surrounding villages of a retail banking services is a regressive and unwelcome step. This motion requests that the Chairman of the Council writes to Natwest on these grounds."

14. CHAIRMAN'S ENGAGEMENTS

To note engagements attended by the Chairman and Vice-Chairman since the last meeting:

Date	Event	Attended by
11 December 2014	Fulbourn gifts collection, Cambourne	Chairman
15 December 2014	Headway Carol Service, Holy Spirit Church, Bretton, Peterborough	Vice-Chairman
18 December 2014	Hawksley Open Day, Sawston	Chairman
18 December 2014	Chairman's Christmas reception, South Cambs Hall, Cambourne	Chairman and Vice-Chairman
18 December 2014	Chairman of Huntingdonshire District Council Christmas Big Band Concert	Vice-Chairman
10 January 2015	High Sheriff's southern reception, Trinity College	Chairman
17 January 2015	Royal British Legion Cambridgeshire branch annual conference, Over	Chairman
20 January 2015	Programme launch for LaunchPad Scheme, Cambridge Airport	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.

