



# SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

COUNCIL MEETING  
THURSDAY, 22 SEPTEMBER 2016

AGENDA AND REPORTS

## **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:

- Working Together
- Integrity
- Dynamism
- Innovation

## **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, 22 SEPTEMBER 2016**

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

**DATED** 14 September 2016

**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.**

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### **AGENDA**

**1. APOLOGIES**

To receive any apologies for absence from Members.

**2. DECLARATIONS OF INTEREST**

To receive any declarations of Members' interests.

**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 Annual General Meeting held on 19 May 2016 and the extraordinary meeting held on 28 June 2016 as correct records.

**(Pages 1 - 22)**

**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 all that no petitions for consideration by Council have been received since the last meeting.

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

**8 (a) Approval of UK Municipal Bonds Agency's Framework Agreement (Cabinet, 14 July 2016)**

Cabinet **RECOMMENDED** to Council:

- (a) Approval of the Council's early entry into the Framework Agreement and its accompanying schedules including the joint and several guarantee.
- (b) That delegated authority be given to the Executive Director (Corporate Services) as Section 151 Officer and the Monitoring Officer to sign those documents, as appropriate, on behalf of the Council.
- (c) That delegated authority be given to the Executive Director (Corporate Services) as Section 151 Officer to agree amendments to the framework as appropriate, in consultation with the Finance and Staffing Portfolio Holder and the Chairman of the Audit and Corporate Governance Committee.

The report considered at the meeting of Cabinet on 14 July 2016 is attached. The associated appendix is available for viewing on the Council's website [www.scams.gov.uk](http://www.scams.gov.uk). On the homepage select 'The Council' and the document can be found alongside the agenda pack for this meeting in the 'Councillors, minutes and agendas' section of the website.

**(Pages 23 - 36)**

**8 (b) Cambridge Ice Arena (Cabinet, 14 July 2016)**

Cabinet **RECOMMENDED** that Council approves a 25 year loan of £1,850,000 through the prudential borrowing facility in order to address the funding gap in respect of the Cambridge Ice Arena.

The report considered at the meeting of Cabinet on 14 July 2016 is attached, together with an updated appendix.

The appendix contains exempt information as defined in paragraph 3 of Schedule 12A of Section 100(A)(4) of the Local Government Act 1972, as amended. This document is therefore unavailable for publication and the press and public are likely to be excluded from the meeting during consideration of the item.

**(Pages 37 - 64)**

**8 (c) Interim arrangements for the positions of Chief Executive Officer, Head of Paid Service, Electoral Registration Officer and Returning Officer (Employment Committee, 15 September 2016)**

To consider the recommendations of the Employment Committee following its meeting on 15 September 2016.

(The Committee's recommendations will be published via a supplement in view of this agenda being published on 14 September 2016).

**8 (d) Appointment of Monitoring Officer (Employment Committee, 15 September 2016)**

To consider the recommendations of the Employment Committee following its meeting on 15 September 2016.

(The Committee's recommendations will be published via a supplement in view of this agenda being published on 14 September 2016).

**9. APPOINTMENT TO THE INDEPENDENT REMUNERATION PANEL**

To confirm the re-appointment of Graham Jagger as a member of the Independent Remuneration Panel, for a further three-year term of office.

**10. APPOINTMENT TO THE AUDIT AND CORPORATE GOVERNANCE COMMITTEE**

To appoint a Conservative Councillor onto the Audit and Corporate Governance Committee to fill a vacancy as a result of Nick Wright's appointment to Cabinet.

**11. OUTSIDE BODIES: APPOINTMENT TO SWAVESEY INTERNAL DRAINAGE BOARD**

To appoint a Councillor to sit on the Swavesey Internal Drainage Board following the resignation of Councillor Sue Ellington.

**12. QUESTIONS FROM COUNCILLORS**

A period of up to 30 minutes will be allocated for this item, to include those questions where notice has been provided (as set out on the agenda below) and questions which may be asked without notice.

Members wishing to ask a question without notice should indicate this intention to the Democratic Services Team Leader prior to the commencement of the item. Members' names will be drawn at random by the Chairman until there are no further questions or until the expiration of the 30 minute time period.

**12 (a) From Councillor Douglas de Lacey**

“A resident tells me that on 12 August 2016 the Daily Mail (a periodical I do not normally read) stated that the 'charge to pay using plastic is supposed to be no more than around 0.6 per cent of the purchase price', yet 'South Cambridgeshire ... [is] charging up to 2.5 per cent when residents use their credit cards to pay their council tax or for services'. Since the lowest Council tax bill is over £1000, that amounts to a £20 or more surcharge over the recommended rate.

So will the Leader please inform us how much we have garnered, since we introduced this surcharge on credit card payments, from the residents we are supposed to serve?”

**12 (b) From Councillor Janet Lockwood**

“Could the Portfolio Holder please update the Council on the state of the call centre? There have been several complaints about its performance and I would suggest a review of staffing levels and training provided might be worthwhile.”

**12 (c) From Councillor Aidan van de Weyer**

“With house building starting at Northstowe and the possibility of applications from other large sites, quite apart from Cambourne West, are the Planning Portfolio Holder and the Strategic Planning Portfolio Holder considering creating a New Communities Joint Development Control Committee to manage this?”

**12 (d) From Councillor David Bard**

“In view of a generally expressed criticism that all planning authorities are accepting lower levels of affordable housing, what is this Council doing to respond to the acknowledged acute availability and affordability challenges in the district?”

**12 (e) From Councillor Aidan van de Weyer**

“There is great concern among South Cambridgeshire residents about the plans to manage congestion in Cambridge by blocking the ring road during peak hours. Firstly, the plans will discriminate unfairly on residents who may have no choice but to drive into the City due to disability, limited income, the nature of their work, having young children or the inaccessibility of their destination to public transport. Secondly, the plans will displace a huge amount of traffic through the villages surrounding Cambridge as people find alternative routes to getting across the City. Can the Portfolio holder tell us why alternative methods of managing congestion were not included in the consultation?”

**12 (f) From Councillor Anna Bradnam**

“We are delighted to read in the Cambridge News (12/09/2016) that the percentage of waste recycled and composted in South Cambridgeshire has increased from 56.35% in 2010/11 to 58.1% in 2014/15. We congratulate our hard-working staff in the waste team for encouraging, what the Cam News calls the ‘eco-friendly folk in South Cambs’ to achieve this improvement.

However we also note that over the same period, recycling in Cambridge City has dropped from 43.7% (the national average) to just 43.1%. It would be a great shame if, under the Waste Shared Services remit, a less committed approach in the City were to drag down the excellent recycling rates we have achieved up to now in South Cambridgeshire.

I ask Cllr Mark Howell, Cabinet member with responsibility for waste and recycling – immediately following Recycling Week – how does he anticipate the Waste Shared Services team will improve rates of recycling in Cambridge City?”

and

“How likely does he think it is that the Waste Shared Service will achieve the proposed target of 50% waste recycled and composted by 2020?”

**13. NOTICES OF MOTION**

**13 (a) Standing in the name of Councillor Peter Johnson**

“We are proud to live in a diverse and tolerant society. Racism, xenophobia and hate crimes have no place in our country. Our Council condemns racism, xenophobia and hate crimes unequivocally. We will not allow hate to become acceptable.

We will work to ensure that local bodies and programmes have the support and resources they need to fight and prevent racism and xenophobia.

We reassure all people living in this area that they are valued members of our community.

This Council publicly condemns any such attacks and make it clear what steps the Council will take to tackle this racist, xenophobic and criminal behaviour.”

**13 (b) Standing in the name of Councillor Francis Burkitt**

“This Council notes the recent press comment concerning the possible promotion of a new train station at Cambridge South, and will be interested in any planning application that may be submitted, and hopes that any application will be submitted as soon as possible; whilst noting, of course, that nothing in this motion should be construed as influencing the process or manner in which such an application would be considered.”

**13 (c) Standing in the name of Councillor Aidan van de Weyer**

“This Council notes the decision by the Greater Cambridge City Deal (GCCD) to change the definition of affordable housing on exception sites for the purposes of its commitment to building 1,000 extra homes for local people.

This Council particularly welcomes the GCCD’s agreement that ‘due consideration be given to the housing needs of local people’.

The commitment to 1,000 new homes on rural exception sites for people with a local connection was an important factor when this Council made its decision to participate in the City Deal.

This Council therefore expresses its desire that only in the most exceptional circumstances will housing without a local connection be counted towards the 1,000 houses and requests that those exceptional circumstances are fully explained.”

**13 (d) Standing in the name of Councillor Mark Howell**

“This Council asks the City Deal to pay particular regard to the public transport needs of employees of Papworth Hospital, in the context of its announced relocation to the Biomedical Campus.”

**13 (e) Standing in the name of Councillor Bridget Smith**

“This Council notes the result of the EU Referendum and now commits to doing everything that it can to protect, support and enhance the position of the residents of South Cambridgeshire, in whatever new agreements are sought and reached with the European Union and its member countries and the rest of the world and otherwise, as a result of the Referendum decision to leave the EU.

In particular this Council believes:-

(1) That the financial position of local authorities such as South Cambridgeshire must not be further worsened and should, if possible, be improved.

(2) That the Government must give an immediate guarantee that the existing rights of citizens of other European Union countries who are already living in South Cambridgeshire will be protected.

(3) That the importance of high tech and life science industries as well as of scientific research in South Cambridgeshire must be recognised and action taken to protect their futures.

(4) That there must not be any weakening of environmental legislation and employment rights that at present derive from EU directives.”



**14. CHAIRMAN'S ENGAGEMENTS**

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

<b>Date</b>	<b>Event</b>	<b>Attended by</b>
20 May 2016	Sir David Arculus, High Sheriff of Cambridgeshire and Lady Arculus; Evening Reception	Chairman
21 May 2016	Mayor's of Peterborough Grand Finale Ball	Vice-Chairman
30 May 2016	Laying of wreath – Cambridge American Cemetery	Chairman
8 June 2016	Cambridgeshire County Forum Reserve Forces & Cadet Association For East Anglia	Chairman
12 June 2016	Mayor of Northampton - Mayoral and Charity Sunday	Chairman
19 June 2016	Mayor of Northampton – Coffee and Cake afternoon	Vice-Chairman
20 June 2016	Armed Forces Day – South Cambridgeshire District Council	Chairman
22 June 2016	Proclamation of Midsummer Fair Market: Cambridge City Council	Chairman
24 June 2016	Armed Forces Day – Huntingdon	Chairman
1 July 2016	Independence Day RAF Alconbury	Chairman
1 July 2016	The Royal Society of St George – Summer Reception	Vice-Chairman
3 July 2016	Royal Anglian Regiment Association Cambridgeshire, Centenary of the Battle of the Somme	Chairman
17 July 2016	Official launch of Parklife	Chairman and Vice-Chairman
22 July 2016	Fenland District Council: Reception	Chairman
29 July 2016	Chairman, Cllr John Davey Uttlesford District Council: Charity garden party	Chairman
31 July 2016	Mayor of Peterborough - The Lonely Anzac 100th Anniversary	Vice-Chairman
1 September 2016	2016 Wisbech People's Heritage Walk	Vice-Chairman
4 September 2016	Northampton Mayor's Civic Church Service and Reception	Chairman
9 September 2016	69 <sup>th</sup> United States Air Force Birthday Reception	Vice-Chairman
13 September 2016	Cambridgeshire and Peterborough CCG's Annual General Meeting (AGM)	Chairman
15 September 2016	Mayor of St Edmundsbury Charity Wine Tasting event	Vice-Chairman
16 September 2016	The Lord-Lieutenant of Cambridgeshire and Lady Duberly - celebrate the 90th Birthday of HMQ	Chairman
16 September 2016	Best Kept Garden Competition: SCDC Annual Tenant and Leaseholder Gardening comp and awards ceremony	Chairman and Vice-Chairman
18 September 2016	Battle of Britain Commemoration and Service from The Mayor of St Edmundsbury	Chairman
21 September 2016	Cambridgeshire Celebrates Age (CCA) October Programme Launch Event	Chairman
23 September 2016	15th anniversary of the Cambridgeshire Bobby Scheme	Chairman
23 September 2016	Mayor of Northampton's Charity Barn Dance	Vice-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](mailto: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.