

South Cambridgeshire Hall  
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28 January 2022

To: The Leader – Councillor Bridget Smith  
Deputy Leader – Councillor Neil Gough  
Members of the Cabinet – Councillors John Batchelor, Bill Handley,  
Dr. Tumi Hawkins, Peter McDonald, Brian Milnes and John Williams  
Quorum: Three, including the Leader or Deputy Leader

Dear Councillor

You are invited to attend the next meeting of **Cabinet**, which will be held in the **Council Chamber - South Cambs Hall** at South Cambridgeshire Hall on **Monday, 7 February 2022 at 10.00 a.m.**

Yours faithfully  
**Liz Watts**  
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		Pages
1.	<b>Announcements</b>	
2.	<b>Apologies for Absence</b> To receive Apologies for Absence from Cabinet members.	
3.	<b>Declarations of Interest</b>	
4.	<b>Minutes of Previous Meeting</b> To authorise the Leader to sign the Minutes of the meeting held on 10 January 2022 as a correct record.	1 - 14
5.	<b>Public Questions</b> The deadline for receipt of public questions is 23:59 on Tuesday, 1 February 2022. The Council's scheme for public speaking at committee meetings may be inspected here: <a href="#">Public Speaking Scheme</a>	
6.	<b>Issues arising from the Scrutiny and Overview Committee</b>	15 - 18

7.	<b>2020-2025 Business Plan</b>	<b>19 - 42</b>
8.	<b>Civil Parking Enforcement in South Cambridgeshire (Key)</b>	<b>43 - 48</b>
9.	<b>Authority Monitoring Report for Greater Cambridge 2020-2021</b>	<b>49 - 348</b>
10.	<b>Biodiversity Supplementary Planning Document (Key)</b>	<b>349 - 744</b>
11.	<b>Summary General Fund Revenue Budget 2022/2023</b>	<b>745 - 848</b>
12.	<b>Opposition Group Budget Proposals for 2022-2023</b> To consider any Opposition Group Budget proposals. Proposals from the Conservative Group are attached. Proposals from the Labour Group are to follow.	<b>849 - 850</b>
13.	<b>Housing Revenue Account Budget 2022/2023</b>	<b>851 - 896</b>
14.	<b>Capital Investments Programme 2022/2023-2026/2027</b>	<b>897 - 908</b>
15.	<b>Treasury Management Strategy</b>	<b>909 - 952</b>
16.	<b>Capital Strategy</b>	<b>953 - 972</b>
17.	<b>Local Council Tax Support</b>	<b>973 - 976</b>
18.	<b>Housing Revenue Account (HRA) Asset Management Strategy 2021 - 2026 (Key)</b>	<b>977 - 1072</b>
19.	<b>Exclusion of the Press and Public</b> The press and public are likely to be excluded from the meeting during consideration of the following item in accordance with the provisions of Section 100(a)(4) of the Local Government Act 1972 (exempt information as defined in paragraph 3 of Schedule 12A (as amended) of the Act). Paragraph 3 relates to information about the financial or business affairs of any person, including the Authority holding that information.	
20.	<b>Acquisition 60 Affordable Homes and Commercial Unit at Northstowe 2B (Key)</b>	<b>1073 - 1078</b>
21.	<b>Acquisition 34 Affordable Homes, Gamlingay (Key)</b>	<b>1079 - 1084</b>

### **Guidance Notes For Visitors to South Cambridgeshire Hall**

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.

**Car Parking**

Please take note that parking at South Cambs Hall will be severely limited during February 2022 due to the Greening project. This is due to trenching work which will affect the car park on the left side of South Cambs Hall.

We recommend that if your physical presence at a meeting is not essential, that you consider dialling in remotely in view of the disruption to parking while this work is underway.

If you need to attend in person, please arrive earlier to allow time to find a parking place, as you may have to park further away than usual.

Please use the overflow carpark to the right of the building (which will be staffed by a car parking attendant), the marked spaces in the Marketing Suite, or you can park along the Business Park's main road between the Marketing Suite and South Cambs Hall.

Please do not park on double-yellow lines as access for buses at the turning island must not be impeded.

If you have accessibility needs, please let Democratic Services know.

Thank you for your patience with the Greening work at South Cambs Hall, please accept our apologies if you experience any disruption as a result of the trenching work.

## Coronavirus Guidance

Following the lifting of the Government's Plan B restrictions, guidance has been issued by the Cambridgeshire County Council's Public Health Officer.

The guidance refers to the need to continue to be cautious and to maximise Covid prevention measures.

Therefore, for meetings taking place in the Chamber at South Cambs Hall, these measures are:

- a) We request that only people who need to attend in person should do so, and if you do not need to attend physically that you do so remotely;
- b) All who are in the Chamber should wear face coverings whenever possible. A box of FFP2 face masks is available on a table as you enter the Chamber for your use. The attached advice from the Public Health Officer states that *although the legal requirements on face coverings expire 27th January, the Government guidance still recommends the use of face coverings in enclosed or crowded places, particularly where people come into contact with people they don't normally meet. If 2m distancing is maintained, risk is reduced and face coverings can be worn at an individual's discretion.*
- c) All attendees are asked to observe 1m distance as far as possible in the Chamber.
- d) We ask that all attendees please follow national guidance on taking Lateral Flow Tests before attending meetings, staying away if testing positive or having Covid symptoms.
- e) We also ask that you please make use of the sanitiser for hands and surfaces and that you please keep to the one-way system in the Chamber as far as possible.
- f) Attendees are reminded to bring their own drinks bottles which can be filled at the tap in the Kitchenette opposite the Chamber, as there are no cups provided.
- a) The doors to the Chamber will be propped open during meetings to increase ventilation.