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12 July 2021

To: Chair – Councillor Grenville Chamberlain  
Vice-Chair – Councillor Judith Rippeth  
Members of the Scrutiny and Overview Committee – Councillors  
Anna Bradnam, Dr. Martin Cahn, Nigel Cathcart, Sarah Cheung Johnson,  
Graham Cone, Dr. Claire Daunton, Peter Fane, Sally Ann Hart,  
Geoff Harvey, Steve Hunt, Dr. Aidan Van de Weyer and  
Dr. Richard Williams

Quorum: 4

Substitutes:	Councillors Heather Williams, Mark Howell, Sue Ellington, Bunty Waters, Gavin Clayton, Henry Batchelor, Alex Malyon, Jose Hales, Dr. Ian Sollom and Paul Bearpark
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**There is a pre-meeting session at 4pm the day before the meeting, for members of the Committee only, to plan their lines of enquiry.**

Dear Councillor

You are invited to attend the next meeting of **Scrutiny and Overview Committee**, which will be held in the **Council Chamber - South Cambs Hall** on **Tuesday, 20 July 2021** at **5.20 p.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution ***in advance of*** the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully

**Liz Watts**

Chief Executive

**The Council is committed to improving, for all members of the community, access to its agendas and minutes. If you have any specific needs, please let us know, and we will do what we can to help you.**

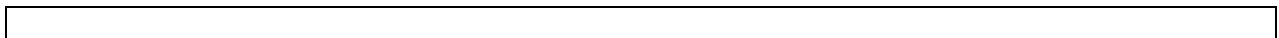
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**Agenda**

**Pages**

1. **Chair's announcements**
2. **Apologies**  
To receive apologies for absence from committee members.
3. **Declarations of Interest**
4. **Minutes of Previous Meeting** **1 - 4**  
To authorise the Chair to sign the Minutes of the meeting held on 22 June 2021 as a correct record.
5. **Public Questions**  
To answer any questions asked by the public. The Council's scheme for public speaking at remote meetings may be inspected here:  
  
[Public Questions at Remote Meetings guidance](#)
6. **Draft Re-set and Recovery Plan (Key)** **5 - 26**
7. **Street Trading Controls - Adoption of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 and Designation of Consent Streets (Key)** **27 - 32**  
Draft Cabinet report attached
8. **Work Programme** **33 - 44**
9. **To Note the Dates of Future Meetings**  
The next two scheduled Scrutiny & Overview Committee meetings are at 5.20pm on
  - Tuesday 14 September 2021
  - Thursday 14 October 2021

There is an Extraordinary meeting of the Scrutiny & Overview Committee on Tuesday 21 September 2021 to consider the next stage in the preparation of the Greater Cambridge Joint Local Plan.



## **Notes to help those attending meetings in person at 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@scamb.gov.uk](mailto:democratic.services@scamb.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 is 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 and Rescue Service.
- **Do not** re-enter the building until the officer in charge or the Fire and Rescue Service 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. The Council Chamber is accessible to wheelchair users. 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. These include facilities for disabled people.

### **Recording of Business and Use of Mobile Phones**

We are open and transparent about how we make decisions. Public meetings are webcast and are also recorded, but 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. If you do so, the Chair will suspend the meeting until such items are removed.

### **Disturbance by Public**

If a member of the public interrupts proceedings at a meeting, the Chair will warn the person concerned. If they continue to interrupt, the Chair will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room

