



South Cambridgeshire District Council

Council Meeting
Thursday, 25 May 2023

Agenda and Reports

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

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 Chair 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 - South Cambs Hall** at **2.00 P.M.** on

Thursday, 25 May 2023

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

Dated Wednesday 17 May 2023

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.

Agenda

1. Election of Chair of the Council for 2023/24

To elect the Chair of the Council for the 2023-24 municipal year.

In accordance with the Constitution, the Chair will be elected by secret ballot.

The elected Chair will sign and read out the Declaration of Acceptance of Office.

2. Appointment of Vice-Chair of the Council for 2023/24

To elect the Vice Chair of the Council for the 2023-24 municipal year.

In accordance with the Constitution, the Vice Chair shall be elected by secret ballot.

The elected Vice Chair to sign and read out the Declaration of Acceptance of Office.

3. Apologies

To receive Apologies for Absence from Members.

4. **Declaration of Interest**
To receive from Members any declarations of interest in items on this agenda.
5. **Register of Interests**
Members are requested to inform Democratic Services of any changes in their Register of Members' Financial and Other Interests form.
6. **Minutes**
To authorise the Chair to sign the Minutes of the meeting held on the 30 March 2023 as a correct record.
(Pages 11 - 26)
7. **Announcements**
To receive any announcements from the Chair, Leader, the executive or the head of paid service.
8. **Petitions**
To note all petitions received since the last Council meeting.
9. **Questions From the Public**
To answer any questions asked by the public.

The deadline for receipt of public questions is midnight on Friday 19 May 2023.

The Council's scheme for public speaking at remote meetings may be inspected here:
[Public Questions at Remote Meetings](#)
10. **Appointments to the Cabinet, including Statutory Deputy Leader**
The Leader to notify the Council of the number of members she is appointing to the Cabinet, their names and their areas of responsibility.
11. **The Allocation of Seats on Committees and Appointment of Committee Chairs**
To receive the report on proportionality and
 - Allocate seats on committees
 - Receive Group leaders' nominations to seats on committees
 - Appoint Chairs and Vice Chairs of committees**(Pages 27 - 44)**
12. **Appointments to Cambridgeshire and Peterborough Combined Authority**
To invite the Council to make appointments to the following Cambridgeshire

and Peterborough Combined Authority bodies for the municipal year 2023-24:

- Combined Authority Board
- Combined Authority Overview and Scrutiny Committee
- Combined Authority Audit and Governance Committee

13. Appointment to Outside Bodies

To approve nominations for non-executive outside body appointments.

(Pages 45 - 48)

14. Designation of Scrutiny & Overview Committee as Crime and Disorder Committee

To designate the Council's Scrutiny and Overview Committee as its crime and disorder committee in accordance with sections 19 and 20 of the Police and Justice Act 2006.

15. Annual Report from Scrutiny & Overview Committee

To receive the Scrutiny and Overview Committee Annual Report for 2022-23.

(Pages 49 - 56)

16. Annual Report from Civic Affairs Committee

To receive the Civic Affairs Committee Annual Report for 2022-23.

(Pages 57 - 60)

17. Leader of Opposition's Annual Statement

To receive the Leader of Opposition's Annual Statement for 2022-23.

18. Cambridgeshire and Peterborough Combined Authority

There have been no meetings, so there are no reports.

19. Greater Cambridge Partnership

There have been no meetings, so there are no reports.

20. Questions From Councillors

A period of 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 Interim Democratic Services Team Manager 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 time period.

20 (a) From Councillor Sue Ellington

As there has now been ample opportunity to analyse Cambridgeshire Water Draft resources plan, when will the Leader be informing residents and us alike of the impact this has on the housing growth agenda being pushed for by this council?

20 (b) From Councillor Daniel Lentell

Will the Leader be seeking advice and insight from the newly appointed CEO of the CPCA about his time setting up and running a unitary authority in North Northamptonshire with a view to improving the crazy-paving landscape of costly and disjointed local authorities in Cambridgeshire?

20 (c) From Councillor Heather Williams

What is the Leader doing to pressure the County council to enable our residents access to Royston recycling centre as the barring of South Cambs residents not only makes them drive twice the distance in many cases, which is not good for the environment, and the likely increase in fly tipping this will cause?

20 (d) From Councillor Stephen Drew

Can the leader outline the current plans for the next three years of social housing in South Cambridgeshire and explain how this will benefit residents?

20 (e) From Councillor Pippa Heylings

Our chalk streams in South Cambs are some of the most precious and most vulnerable in the world, threatened by sewage pollution with worrying levels of e-coli (faecal bacteria) which makes them unsafe for families and dogs and fatal for local wildlife, all whilst water companies rake in huge profits and pay out bumper bonuses. Following on from my motion last year to stop the dumping of raw sewage, what more can the Council do to ensure greater scrutiny of water quality in our chalk streams?

20 (f) From Councillor Susan van de Ven

Thank you to all those involved in the 4-Day-Week trial, a bold and important initiative at a time when all local authorities – and indeed public sector organisations generally – are facing severe and increasing difficulties recruiting to vacancies in the workforce and retaining experienced and valuable staff, for reasons that are becoming better understood. These include higher pay in the private sector, but also the build-up of multiple public service pressures in the wake of tumultuous events of the past several years, with the overlay of massive societal change.

One of the key positives of the trial is signs of improved health and wellbeing of our staff. I was struck by a conversation with a member of staff last week who said that already, the trial had changed his life for the better. At home he

is tackling jobs and responsibilities, getting physical exercise and mental relaxation, and has time needed to nurture family relationships. At work he is applying himself in a more energetic and smarter way and is more focused and productive.

We know that the mental and physical health of our population is worse than before Covid, and that improvements must be made. A focus on improving health via the workplace is an important building block used by public health strategists in seeking to improve population health.

In light of this, how will learning from the trial be shared with our Cambridgeshire and Peterborough Public Health and Integrated Care System partners, as part of our joint population health improvement goals?

20 (g) From Councillor Peter Sandford

The latest survey on letsrecycle.com shows the top performing councils have recycling rates in excess of 60%. Meanwhile, the Greater Cambridge Waste Service ranks 69th out of 308 councils, with a recycling rate under 50%. Can the Leader tell us what measures are being put in place to elevate Greater Cambridge to the Premier League of recycling councils?

20 (h) From Councillor Dr Richard Williams

Does the whole administration share the Leader's view that the doubling of the time taken by this Council to process Housing Benefit claims between January and March 2023 is "really minor"?

21. Chair's Engagements

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

12 April - The Chair attended an Award Event at Bar Hill Village Hall attended by the Prince Edward, the Duke of Edinburgh.

3 May - The Chair was delighted to attend the Royal Garden Party at Buckingham Palace.

Guidance 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.

Declarations of Interest - Information for Councillors

DECLARATIONS OF INTEREST

As a Councillor, you are reminded of the requirements under the Council's Code of Conduct to register interests and to disclose interests in a meeting. You should refer to the requirements set out in the Code of Conduct which are summarised in the notes at the end of this agenda frontsheet.

Disclosable pecuniary interests

A "disclosable pecuniary interest" is an interest of you or your partner (which means spouse or civil partner, a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners) which falls within the categories in [Table 1 of the code of conduct, which is set out in Part 5 of the Constitution](#).

Where a matter arises at a meeting which directly relates to one of your disclosable pecuniary interests you must:

- disclose the interest;
- not participate in any discussion or vote on the matter; and
- must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.

It is a criminal offence to:

- fail to notify the monitoring officer of any disclosable pecuniary interest within 28 days of election
- fail to disclose a disclosable pecuniary interest at a meeting if it is not on the register
- fail to notify the Monitoring Officer within 28 days of a disclosable pecuniary interest that is not on the register that you have disclosed to a meeting
- participate in any discussion or vote on a matter in which you have a disclosable pecuniary interest
- knowingly or recklessly provide information that is false or misleading in notifying the Monitoring Officer of a disclosable pecuniary interest or in disclosing such interest to a meeting.

Other registerable interests

These are categories of interest which apply to the Councillor only (not to their partner) and which should be registered. Categories are listed in [Table 2 of the code of conduct, which is set out in Part 5 of the Constitution](#). Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your Other Registerable Interests, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter; and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Disclosure of non-registerable interests

Where a matter arises at a meeting which directly relates to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in Table 1) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Where a matter arises at a meeting which affects – a. your own financial interest or well-being; b. a financial interest or well-being of a relative or close associate; or c. a financial interest or wellbeing of a body included under Other Registrable Interests as set out in Table 2 you must disclose the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied. Where a matter (referred to in the paragraph above) affects the financial interest or well-being: a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and; b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest, you may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a

dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

[Where you have an Other Registerable Interest or Non-Registerable Interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it]