

**COUNCILLORS' BULLETIN  
WEDNESDAY, 13 SEPTEMBER  
2006**



South  
Cambridgeshire  
District Council

**CONTENTS**

**INFORMATION ITEMS**

**1. COMMITTEE MEETINGS FROM 14 TO 27 SEPTEMBER 2006**

Date	Time	Name	Venue	Contact
<b>Thu 14 Sep</b>	10 am	<a href="#">Cabinet</a>	Council Chamber	<a href="#">Maggie Jennings</a>
	<b>1 pm</b>	Gypsy and Traveller Development Plan Document Member Reference Group	Council Chamber	<a href="#">Kirsty Simmons</a>
	<b>3 pm</b>	Audit Panel	Swansley Room	<a href="#">Patrick Adams</a>
<b>Fri 15 Sep</b>				
<b>Mon 18 Sep</b>	10 am	South Cambridgeshire Crime and Disorder Reduction Partnership Group	Swansley Room	<a href="#">Maggie Jennings</a>
	10.30 am	Cambridgeshire Councils' Association: Annual Meeting	Huntingdonshire District Council	
<b>Tue 19 Sep</b>	10 am	<a href="#">Licensing Committee: Consent Streets, Caldecote</a>	Swansley Room	<a href="#">Maggie Jennings</a>
	10.30 am	<a href="#">Licensing Committee: Appeal Hearing</a>	Council Chamber	<a href="#">Maggie Jennings</a>
	2 pm	<a href="#">Licensing (2003 Act) Sub-Committee: Shelford Rugby Club</a>	Swansley Room	<a href="#">Maggie Jennings</a>
<b>Wed 20 Sep</b>	10 am	<a href="#">Licensing (2003 Act) Committee: Duke of Wellington Public House, Willingham</a>	Mezzanine	<a href="#">Maggie Jennings</a>
<b>Thu 21 Sep</b>	2 pm	<a href="#">Scrutiny and Overview Committee</a>	Council Chamber	<a href="#">Patrick Adams</a>
<b>Fri 22 Sep</b>				
<b>Mon 25 Sep</b>	10 am	Safety Committee	Swansley Room	<a href="#">Maggie Jennings</a>
<b>Tue 26 Sep</b>	10 am	Windmill Estate Project Steering Group	Hollmans Close / St Vigors Road, Fulbourn	<a href="#">Patrick Adams</a>
<b>Wed 27 Sep</b>				

**2. NEWLY-PUBLISHED ITEMS ON MODERN.GOV**

**Agendas**

- Audit Panel 14 September 2006 (intranet only)
- [Cabinet 14 September 2006](#)
- South Cambridgeshire Crime and Disorder Reduction Partnership Group 18 September 2006 (intranet only)
- [Licensing Committee: Consent Streets, Caldecote 19 September 2006](#)
- [Licensing Committee: Appeal Hearing 19 September 2006](#)

- [Licensing \(2003 Act\) Sub-Committee 19 September 2006](#)
- [Licensing \(2003 Act\) Sub-Committee 20 September 2006](#)
- [Scrutiny and Overview Committee 21 September 2006](#)

#### Minutes

- Senior Management Team 6 September 2006 (intranet only)

#### Decisions

- [Administration of the Low Cost Home Ownership Register](#)
- [Balsham: Sale of Land Adjacent 26 Bartons Close](#)
- [Christmas Closing Arrangements](#)
- [Internal Audit Service Tender Exercise](#)
- [Meldreth: Sale of Land Rear of 24 Howard Road](#)
- [Motorcycle, Bicycle and Car Share Allowances](#)
- [Options Appraisal for Residual Airey Units](#)
- [Planning Committee 6 September 2006](#)
- [Public Rights of Way](#)
- [Recording of Meetings](#)
- [Renewal of Banking Contract](#)
- [Shepreth: 74-76 Frog End](#)

#### Library Item

- [Public Guide to the Constitution \(updated 8 September 2006\)](#)

#### Issues

- [Cambridge and South Cambridgeshire Joint Strategic Forum](#)
- [Disciplinary Policy](#)
- [Key Actions following receipt of the Majors' and CPA Audit Reports](#)
- [Procurement Officer Achievements](#)
- [Regional Spatial Strategy Modifications](#)
- [The Abingtons By-election](#)
- [Treatment of Receipts from Unpaid Capital Grants](#)

### 3. CAMBRIDGESHIRE ACRE: COMMUNITY PLANNING EVENINGS

#### When and Where?

- Thursday 2nd November 2006, Doddington Sports Pavilion 7.30pm to 9.00pm
- Tuesday 14th November 2006, The Meadows Community Centre, Off Kings Hedges Road, Cambridge 7.30pm to 9.00pm

A short presentation and the opportunity for informal discussion over cheese and wine about:

- **Parish Plans**
- **Quality Parish Council Status**  
The benefits, process, support and funding available.
- **Cambridgeshire Village of the Year 2007**  
Announcement of categories and information for this competition
- **Funding and Community Buildings**  
Your chance to ask questions of advisors.

#### Contact

For further information telephone Cambridgeshire ACRE on 01353 865042 stating your preferred evening and giving your name and organisation.

**4. CHARIOTS OF FIRE - SPONSOR A RUNNER**

South Cambs is honing the skills of its finest athletes to enter two teams into the 2006 Chariots of Fire Relay Race – Sunday 24 September, Queen’s Green, Cambridge.

This year’s runners include - in alphabetical order:

Patrick Adams  
Sally Carroll  
Geoff Clark  
Jonathan Dixon  
Lawrence Green  
Pauline Green  
Nick Grimshaw  
Peter Harris  
Andy O’Hanlon  
Simon Parker  
David Stratford  
Daniel Woolf

Our elite ‘A’ team will be fighting out a close battle with neighbouring authorities for a top placement. Last year we were placed 29<sup>th</sup> out of 409 teams and were the highest placed local authority – this year we aim to be even better.

Final team placements will be made nearer the event because competition in the faster team is keen!

Runners are raising money for the East Anglian Air Ambulance, so please – pick a runner and ask if you can sponsor them! The more you sponsor them the faster they’ll run!

Supporters very welcome on the day!

**5. ENERGY EFFICIENCY EVENT, SUNDAY 24 SEPTEMBER 2006**

Interested in becoming more energy efficient? Come along to a free public fair and learn more about solar water heating systems, solar PV, biomass boilers, ground source energy pumps and more. A wide range of information will be available, plus a presentation.

10am – 4pm, Sunday 24 September at The Meridian Primary School, Harbour Avenue, [Comberton](#).

**6. MILTON ROAD / COWLEY ROAD JUNCTION IMPROVEMENTS**

**7. ORWELL WINS CAMBS VILLAGE OF THE YEAR AWARD 2006**

The winning villages in the 2006 Cambridgeshire Village of the Year competition have been revealed at a presentation event held on the evening of Tuesday 5 September at the Burgess Hall, St Ives.

The Cambridgeshire Village of the Year competition judged communities on various aspects of village life, from care for older residents to the way business is supported in the community. A total of eight villages were shortlisted for prizes in the competition, which is run by Cambridgeshire ACRE (Action with Communities in Rural England) with sponsorship provided by Calor, the UK’s leading supplier of liquefied petroleum gas (LPG). Continued competition support from Defra (Department for Environment, Food and Rural Affairs) this year has also led

to the availability of £500 in Cambridgeshire's Building Community Life section.

The village of **Orwell** has been revealed as the overall winner of the competition, gaining the prestigious title of 2006 Cambridgeshire Village of the Year.

Prizes have also been awarded as follows –

Building Community Life (supported by Defra)	1st	<b>Orwell</b> (£400)
	2nd	Little Paxton (£150)
	3rd	Parson Drove (£100)
Young People		<b>Haslingfield</b> (£100)
Older People		<b>Haslingfield</b> (£100)
Environment		Little Paxton (£100)
Information Technology (supported by Archant)		Abbotsley (£100)
Special Project Award Winner (supported by CPRE)	Runner up	<b>Orwell</b> (£150) <b>Fulbourn</b> (£100)

Jeff Penfold of Calor, Sandy Cruikshank representing Defra, Paul Richardson, editor of Archant Herts and Cambs, Chairman of CPRE Cambridgeshire, Mike Bratby, and Lord Fairhaven presented the winning communities with cash prizes and framed commemorative certificates

Competition judges commented: "We were once again very impressed by the many and varied activities taking place in villages throughout Cambridgeshire, ranging from a scarecrow festival to ICT training! We also saw some very ambitious special projects and the enthusiasm and dedication of those involved in putting together material for the competition was really refreshing to see. Our congratulations go to all the winning villages. Hopefully their success in this year's competition will inspire them to keep up the good work."

In addition to gaining the prestigious title of 2006 Calor Cambridgeshire Village of the Year, **Orwell** has the honour of being nominated to go forward and represent the county in the prestigious Calor Village of the Year® for England competition. More than 40 villages across England will be competing in the competition, which has a total prize fund of over £39,000 and a top prize of £7,000. Orwell will initially be representing Cambridgeshire in the East England region of the competition, competing against villages from Bedfordshire, Berkshire, Buckinghamshire, Essex, Hertfordshire, Norfolk and Suffolk.

For further information regarding the Calor Cambridgeshire Village of the Year competition please contact Julie Weekes at Cambridgeshire ACRE on 01353 860850, email [julie.weekes@camsacre.org.uk](mailto:julie.weekes@camsacre.org.uk).

## 8. CALL-IN ARRANGEMENTS

The Chairman of the Scrutiny and Overview Committee or any five other Councillors may call in any executive decision recorded in this bulletin for review. The [Acting Democratic Services Manager](#) must be notified of any call in by **Wednesday 20 September 2006 at 5 pm**. All decisions not called in by this date may be implemented on **Thursday 21 September 2006**.

Any member considering calling in a decision made by Cabinet is requested to contact the [Democratic Services Section](#) to determine whether any relevant amendments have been incorporated.

The call in procedure is set out in full in Part 4 of the Council's Constitution, '[Scrutiny and Overview Committee Procedure Rules](#)', paragraph 12.

**DECISIONS MADE BY HOUSING PORTFOLIO HOLDER**

**9 (a) ADMINISTRATION OF THE LOW COST HOME OWNERSHIP REGISTER**

Decision	Reasons
To support the recommendations of the report in principal, subject to further discussions with the Head of Housing Strategic Services and the Executive Director prior to taking the issue to the Cabinet meeting in October.	Entering into a Service Level Agreement with Bedfordshire Pilgrims Housing Association as Homebuy agent to carry out this function, subject to the participation of other local authorities and Registered Social Landlords and other providers of Low Cost Home Ownership products operating in the Cambridge sub-region, results in a preferred 'one stop' shop approach.

**9 (b) BALSHAM: SALE OF LAND ADJACENT 26 BARTONS CLOSE**

Decision	Reasons
Offer the land for sale to the owners of 26 Bartons Close, <b>Balsham</b> , for construction of a garage, subject to valuation and to the applicants first obtaining planning permission for their proposal.	<ol style="list-style-type: none"> <li>1. By valuing the site for construction of a garage, a capital receipt would accrue to the Council.</li> <li>2. The land does not offer potential for the development of affordable housing.</li> <li>3. Provision of off-road parking will help to alleviate the existing parking problem in Bartons Close.</li> </ol>

**9 (c) MELDRETH: SALE OF LAND REAR OF 24 HOWARD ROAD**

Decision	Reasons
Offer the land for sale to the owners of 24 Howard Road, <b>Meldreth</b> , for garden use only, subject to valuation.	<ol style="list-style-type: none"> <li>1. By valuing the site for garden use, a capital receipt would accrue to the Council.</li> <li>2. The land does not offer potential for the development of affordable housing.</li> <li>3. The land is currently subject to a vehicular right of way for 24 Howard Road only and will not be required for parking use/vehicular access by the occupants of the proposed new development of affordable housing off Elin Way.</li> </ol>

**9 (d) OPTIONS APPRAISAL FOR RESIDUAL AIREY UNITS**

Decision	Reasons								
<p>(a) That, subject to the outcome of local consultations, a pilot refurbishment programme be agreed for the following Airey homes:</p> <table border="1"> <thead> <tr> <th align="center">Location</th> <th align="center">Number of Units</th> <th align="center">Shared Ownership</th> <th align="center">Rented</th> </tr> </thead> <tbody> <tr> <td align="center"><b>Teversham</b></td> <td align="center">8</td> <td align="center">3</td> <td align="center">5</td> </tr> </tbody> </table>	Location	Number of Units	Shared Ownership	Rented	<b>Teversham</b>	8	3	5	Offers a potentially cost effective solution that meets both the Council's objectives and those of the affected local communities.
Location	Number of Units	Shared Ownership	Rented						
<b>Teversham</b>	8	3	5						

<b>Sawston</b>	3	2	1
<b>Elsworth</b>	1	1	
<b>Totals</b>	<b>12</b>	<b>6</b>	<b>6</b>

- (b) That if the Capital Finance Regulations are not amended to allow for retention of 100% of the capital receipts from shared ownership sales then the properties should be offered for sale on the open market to provide a (lower) element of cross subsidy to keep costs incurred within budget.
- (c) If the shared ownership model proves successful then this should be rolled out as a programme across the remaining 17 Airey units at **Bassingbourn, Fulbourn, Coton, Gamlingay** and **Impington**, subject to local support.
- (d) If the shared ownership option is not successful and / or is not supported locally then the preferred option will be revisited depending on the outcome of a local consultation exercise in the other villages on the alternative options as outlined in this report. A further report will then be brought forward for consideration at a future date.

**9 (e) SHEPRETH: 74-76 FROG END**

Decision	Reasons
Agreed to authorise Officers to conduct a local consultation exercise on the outcome of the viable options appraisal ahead of consideration of a preferred option by Cabinet in October / November 2006.	To ascertain local opinion before a preferred option is considered by Cabinet.

**9 (f) SUB-REGIONAL CHOICE-BASED LETTINGS SCHEME: ESTABLISHMENT OF ADVISORY GROUP**

Decision	Reasons
To note the proposals for consultation and to agree to recommend to Cabinet the setting up of a Cabinet advisory group.	To ensure engagement with members.

**DECISIONS MADE BY PLANNING AND ECONOMIC DEVELOPMENT PORTFOLIO HOLDER**

**10 (a) PUBLIC RIGHTS OF WAY**

Decision	Reasons
To ask Cambridgeshire County Council to carry out the major part of a Town and Country Planning Act 1990 (TCPA) Order	<ul style="list-style-type: none"> <li>Improved customer service</li> <li>Greater Rights of Way expertise at the County Council</li> </ul>

application, with South Cambridgeshire District Council performing the actual legal functions of decision-making (with advice from the County Council where appropriate) via either the Planning Committee or Chairman / Vice-Chairman / local Member(s).	<ul style="list-style-type: none"> <li>Formalisation of what, in effect, already happens</li> <li>The making available of more resources within the Democratic Services Section</li> <li>Addressing the risk management issue</li> <li>Helping to harmonise the handling of Rights of Way Orders throughout Cambridgeshire</li> </ul>
---	---

**DECISIONS MADE BY RESOURCES, STAFFING, INFORMATION & CUSTOMER SERVICES PORTFOLIO HOLDER**

**11 (a) CHRISTMAS CLOSING ARRANGEMENTS**

Decision	Reasons
That the Council offices will be closed for Christmas from Saturday 23 December 2006 to Monday 1 January 2007 inclusive.	There are already bank holidays on Monday 25, Tuesday 26 December 2006 and Monday 1 January 2007, so the offices will be closed only for three additional days.

**11 (b) INTERNAL AUDIT SERVICE TENDER EXERCISE**

Decision	Reasons
Agreed that: <ol style="list-style-type: none"> <li>Five contractors be invited to tender.</li> <li>The method proposed in the report be used to evaluate tenders.</li> </ol>	<ol style="list-style-type: none"> <li>This number of contractors was considered to be sufficient to enable the authority to obtain proper benefit from the tender process. Of the seven organisations returning pre-tender questionnaires, five were considered appropriate to invite to tender.</li> <li>The method proposed in the report was considered to be the most appropriate means of evaluating tenders received.</li> </ol>

**11 (c) MOTORCYCLE, BICYCLE AND CAR SHARE ALLOWANCES**

Decision	Reasons															
To increase rates to NJC nationally agreed levels. This would currently have a negligible impact in financial terms (we paid 1 claim for motorcycle mileage recently).	Future increases would be determined by agreements reached by LGE and unions.															
Further Information																
Although there are no national or regional agreements relating to motorcycle rates, a number of authorities use the AA rates of 1993 which East of England Regional Assembly (LGE) amend by the motoring element of the RPI at 1 April each year. Please note that the rate has increased by 1.9% compared to last year.																
<table border="0"> <tr> <td><b>From April 2006</b></td> <td><b>Up to 125cc</b></td> <td><b>Over 125cc</b></td> </tr> <tr> <td>Up to 4000 miles</td> <td></td> <td></td> </tr> <tr> <td>a. 3<sup>rd</sup> party insurance</td> <td>18.38p per mile</td> <td>27.92p per mile</td> </tr> <tr> <td>b. comprehensive insurance</td> <td>20.36p per mile</td> <td>31.86p per mile</td> </tr> <tr> <td>Over 4000 miles</td> <td>7.77p per mile</td> <td>11.36p per mile</td> </tr> </table>	<b>From April 2006</b>	<b>Up to 125cc</b>	<b>Over 125cc</b>	Up to 4000 miles			a. 3 <sup>rd</sup> party insurance	18.38p per mile	27.92p per mile	b. comprehensive insurance	20.36p per mile	31.86p per mile	Over 4000 miles	7.77p per mile	11.36p per mile	
<b>From April 2006</b>	<b>Up to 125cc</b>	<b>Over 125cc</b>														
Up to 4000 miles																
a. 3 <sup>rd</sup> party insurance	18.38p per mile	27.92p per mile														
b. comprehensive insurance	20.36p per mile	31.86p per mile														
Over 4000 miles	7.77p per mile	11.36p per mile														

**Current SCDC Rates (Travel for Work Scheme):**

Cycle business mileage allowance: 20p per mile  
 Car share business mileage allowance: 2p per mile  
 Motorcycle business mileage allowance:

Below 150cc	9p per mile
151cc to 500cc	12.5p per mile
Above 500cc	17.5p per mile

**11 (d) RECORDING OF MEETINGS**

Decision	Reasons
To refer the issue back to full Council for further debate.	To assess the legal implications of the Freedom of Information Act and any consequent effects of information requests on officer time.

**11 (e) RENEWAL OF BANKING CONTRACT**

Decision	Reasons
Use the same specialist negotiator (as used the last time the contract came up for renewal) to review the contract and advise accordingly.	To ensure that all factors are taken into account prior to any decision being taken

**AGENDAS AND MINUTES****12. SOUTH CAMBRIDGESHIRE TRAFFIC MANAGEMENT AREA JOINT COMMITTEE -  
DECISION SUMMARY 11 SEPTEMBER 2006**