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31 August 2011

To: The Leader – Councillor Ray Manning
Deputy Leader – Councillor Simon Edwards
Members of the Cabinet – Councillors Tom Bygott, Sue Ellington, Mark Howell,
Peter Topping, Tim Wotherspoon and Nick Wright
Quorum: Majority of the Cabinet including the Leader or Deputy Leader

Dear Councillor

You are invited to attend the next meeting of **CABINET**, which will be held in the **SWANSLEY ROOM, GROUND FLOOR** at South Cambridgeshire Hall on **THURSDAY, 8 SEPTEMBER 2011 at 6.00 p.m.**

PLEASE NOTE that there will be a pre-meeting workshop to discuss the implications of the HRA Self-financing item and the options available to the Council on the different types of loan. The workshop will be held in the **COUNCIL CHAMBER** at **4.30pm**. Refreshments will be available at 5.30pm.

Yours faithfully
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.

AGENDA		PAGES
PROCEDURAL ITEMS		
1. Apologies for Absence	To receive apologies for absence from Cabinet members.	
2. Minutes of Previous Meeting	To authorise the Leader to sign the Minutes of the meeting held on 7 July 2011 as a correct record.	1 - 6
3. Declarations of Interest		
4. Leader's Announcements		
5. Public Questions		
OPERATIONAL ITEMS		

6.	Housing Revenue Account (HRA) Self-financing: Consequential actions (Key)	7 - 14
7.	Establishing a Youth Council	15 - 22
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STANDING ITEMS

9.	Issues arising from the Scrutiny and Overview Committee	
10.	Updates from Cabinet Members Appointed to Outside Bodies The report from the Environmental Services Portfolio Holder relating to a meeting of Cambridgeshire County Council's Community Wellbeing Partnership held on 30 August 2011 is attached.	33 - 36
11.	Reports from Cabinet Members attending Parish Council meetings	
12.	Reports from Member Champions	37 - 38
	(a) Cllr Bridget Smith, Champion for Children, Young People and Vulnerable Adults. Verbal report to be given at the meeting	
	(b) Cllr Ben Shelton, Champion for Policing. Report attached	

OUR VISION

- We will make South Cambridgeshire a safe and healthy place where residents are proud to live and where there will be opportunities for employment, enterprise and world-leading innovation.
- We will be a listening Council, providing a voice for rural life and first-class services accessible to all.

OUR VALUES

We will demonstrate our corporate values in all our actions. These are:

- Trust
- Mutual respect
- A commitment to improving services
- Customer service

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Cabinet held on
Thursday, 7 July 2011 at 7.00 p.m.

PRESENT: Councillor Ray Manning (Leader of the Council, Vice-Chairman of Constitution Review Working Party)
Councillor Simon Edwards (Deputy Leader of the Council, Finance and Staffing Portfolio Holder)

Councillors:	Tom Bygott	Policy and Performance Portfolio Holder
	Sue Ellington	Environmental Services Portfolio Holder
	Mark Howell	Housing Portfolio Holder
	Peter Topping	Sustainability, Planning and Climate Change Portfolio Holder; Climate Change Working Group Vice-Chairman
	Nick Wright	Economic Development Portfolio Holder

Officers in attendance for all or part of the meeting:

Holly Adams	Democratic Services Team Leader
Alex Colyer	Executive Director, Corporate Services
Steve Hampson	Executive Director, Operational Services
Paul Howes	Corporate Manager, Community and Customer Services
Jean Hunter	Chief Executive
Paul Knight	Senior Policy and Performance Officer
Nicole Kritzinger	Development Officer
Fiona McMillan	Legal & Democratic Services Manager and Deputy Monitoring Officer
Jo Mills	Corporate Manager, Planning and New Communities

Councillors Lynda Harford, Peter Johnson, Sebastian Kindersley, Mike Mason, Cicely Murfitt, Ben Shelton, Bridget Smith and Bunty Waters were in attendance, by invitation.

Apologies for absence were received from Councillor Tim Wotherspoon, who was giving a guided tour of Orchard Park.

Procedural Items

1. MINUTES OF PREVIOUS MEETING

The Leader signed the minutes of the 31 March 2011 meeting as a correct record.

2. DECLARATIONS OF INTEREST

Councillor Simon Edwards declared a personal interest in item 8, Customer Contact Review, as his company sold software to contact centres, but not to the Council's Contact Centre. Notwithstanding this interest, he remained in the room and participated in the discussion and decision.

Councillor Sebastian Kindersley declared a personal interest in item 7, Gamlingay Village College Capital Grant, as an associate member of the Gamlingay Village College governing body. Notwithstanding this interest, he remained in the room and participated in the discussion.

Councillor Bridget Smith declared a personal interest in item 7, Gamlingay Village College Capital Grant, as the Council's representative on GVC Leisure at Gamlingay Village College, and as the wife of a member of the governing body. Notwithstanding these interests, she remained in the room and participated in the discussion.

3. LEADER'S ANNOUNCEMENTS

Members congratulated Paul Knight, Senior Policy and Performance Officer, for winning the Local Government Challenge and receiving the Bruce Lockhart Scholarship.

The Leader spoke of his recent visit to Councillor Mervyn Loynes, and conveyed Councillor Loynes' gratitude for all the cards he had received.

The Leader and Councillor Tim Wotherspoon had met with Secretary of State Eric Pickles and Bob Neill, Parliamentary Under Secretary of State, to discuss the new guidance on Travellers, and in particular the use of the phrase "historical need", which it was hoped would be reviewed. Councillors Manning and Wotherspoon had written personally to Mr Neill at his request to make further representations on the guidance. Councillor Wright had attended an Economic Development Portfolio Holder Network meeting in Colchester at which it had been reported that new guidance was to be issued.

The new A14 Steering Group had met for the first time on Tuesday 5 July. The group included representatives from the Department of Transport, Council Leaders from authorities along the A14, and representatives from the Cambridgeshire and Peterborough Local Economic Partnership (LEP). The Group agreed that its priority was to find cheaper, viable alternatives to the previous proposals, as it had now been announced that the Draft Order for the A14 had been revoked. Much of the work undertaken for the previous order would feed into new proposals. South Cambridgeshire's priorities were to address the Huntingdon Viaduct and to ensure that development at Northstowe and elsewhere would be able to proceed.

4. PUBLIC QUESTIONS

None received.

Decisions made by Cabinet

5. SOUTH CAMBRIDGESHIRE SUSTAINABLE COMMUNITY STRATEGY 2011-2014

The Leader presented the outline proposals for the Cambridge City and South Cambridgeshire Sustainable Community Strategy, the fine detail of which would be considered by the joint Local Strategic Partnership (LSP) board before returning to Council for agreement. Members suggested additional priorities of specific importance to South Cambridgeshire, such as addressing the needs of elderly people in rural areas, balancing new housing with opportunities for local employment, and encouraging energy efficiency in local businesses. It was acknowledged that the larger, more widespread population in South Cambridgeshire made it more difficult than in Cambridge City to identify areas of deprivation, but that such areas did exist and that the voluntary sector could be approached to help develop improvement opportunities.

Cabinet **AGREED** the main thrust of the vision and priorities set out in the draft Sustainable Community Strategy prior to their consideration at the next Local Strategic Partnership Board meeting, noting in particular how the visions and priorities linked to emerging challenges / priorities for South Cambridgeshire District Council, subject to the inclusion of:

- More priorities to address the needs of elderly people, particularly in rural areas with limited access to public transport; and
- Recognition that sustainable communities must balance housing with opportunities for local employment; and
- Stronger emphasis on supporting local businesses to become and to remain energy efficient, the wording of this to include input from the Climate Change Working Group.

Cabinet **NOTED** that the detailed wording providing context likely would to be subject to significant changes and that the final version of the Strategy would be presented to a future meeting of Council for approval.

6. **REVIEW OF THE COUNTYWIDE HOME IMPROVEMENT AGENCY (HIA) SERVICES**

The Housing Portfolio Holder presented the proposals for a shared Home Improvement Agency (HIA) service with Cambridge City Council and Huntingdonshire District Council. He emphasised that this was not a money-saving exercise, but a means of improving service provision for residents, with funds being invested in employing an Occupational Therapist to help reduce wait times. The service would be located at South Cambridgeshire Hall in Cambourne and managed by Cambridge City Council. Protocols would be prepared to direct how individual authorities would address governance, staffing issues and risk management, including financial and equipment risks. Residents would continue to contact their own authority.

Members commended the proposals and noted that other authorities had contacted South Cambridgeshire about joining the partnership or establishing similar schemes.

Cabinet **AGREED**

- (a) the implementation of a shared Home Improvement Agency service with Cambridge City Council and Huntingdonshire District Council as set out in the report; and
- (b) to delegate authority to the Executive Director (Operational Services), in consultation with the Executive Director (Corporate Services) and the Legal and Democratic Services Manager, to agree a legal protocol to govern the shared service.

7. **GAMLINGAY VILLAGE COLLEGE: CAPITAL GRANT FOR MULTI-USE GAMES AREA (MUGA)**

Cabinet had previously agreed to award Gamlingay Village College a £200,000 capital grant, but, following the announcement by Cambridgeshire County Council that the school might be closed, had had to suspend payment of the £150,000 then outstanding until such time as the school's future was certain. The Leader confirmed that the school would now stay open and that there was no reason not to release the remaining funds. Although the requirement for the Multi-Use Games Area (MUGA) to remain available for community use was not enforceable, it was in keeping with the Council's Dual Use Scheme.

Councillors Sebastian Kindersley and Bridget Smith thanked the Leader and Chief Executive for their support throughout the recent concerns about the future of Gamlingay

Village College, and updated Cabinet on the County Council's decision to federate Gamlingay Village College with Stratton Upper School.

Cabinet **AGREED** to award to Gamlingay Village College (GVC) the remaining balance of £150,000 from the original £200,000 capital grant to further enhance the sports provision for all residents living in and around Gamlingay, subject to the Council's standard terms of grant, as well as the following:

- (a) Gamlingay Village College (GVC) to sign a revised Dual Use Agreement with conditions including that the MUGA remains available for community use into the future; and
- (b) That the works are carried out as soon as possible and facility is open by 31 December 2011 at the latest.

8. CUSTOMER CONTACT REVIEW

Councillor Tom Bygott, Policy and Performance Portfolio Holder, presented the findings of the Task and Finish Group which had researched how customers contacted the Council, improvements which could be made now and in the future, and whether or not to remain with the Contact Centre after the current contract expired on 31 December 2012. Research had shown that more customers were using web-based technologies instead of the telephone to conduct transactions with the Council, and therefore it would be more productive to bring the contact centre service back in-house after the end of the current contract to allow the Council to have more control over how it responded to call traffic volumes. At the same time, the range of self-service features on the Council's website and through applications would be enhanced.

Members described the research which had been undertaken to develop the recommendations, particularly the successful use elsewhere of text messaging for payment reminders, and the requirements for any Customer Relationship Management (CRM) software to be considered.

Cabinet thanked the members and officers who conducted the review for their thorough work and recommendations, and commended the number of service improvements already undertaken.

Cabinet **AGREED**:

- (a) the following recommendations of the Scrutiny and Overview Committee and Policy and Performance Portfolio Holder:

Stage One: Research and findings

1. that the reception area at South Cambridgeshire Hall be:
 - (a) equipped to cater for visitors accompanied by small children; and
 - (b) upgraded to create a quieter and less draughty environment, with access to privacy where desirable or requested.
2. that consideration be given to providing joint customer care training for Members and officers;
3. that a system be developed for using text messaging to send payment reminders to those who request it;
4. that research be conducted into the use of apps for smartphones such as My Council Services; and
5. that the Council consider producing a full range of easy-to-read booklets on SCDC's services for display on reception and via parish councils, libraries, local access points and other outlets;

Stage Two – Principles for Designing a Customer Contact Service

6. that the next customer contact service provision:
 - (a) include telephone, email, texting, social media, and webchat;
 - (b) provide a telephone service from 8.30 am to 6 pm, with further research into the need for one late night per week;
 - (c) include a Customer Relationship Management (CRM) system capable of being used throughout the Council and with the capacity to link with partners' CRM systems;
 - (d) provide flexibility and scalability that would enable a timely response to any need to grow or reduce or serve other partner organisations; and
 - (e) reflect the Council's priorities, especially those regarding sustainability, equal opportunities and supporting local economic development;
7. that, if the next customer contact service should be based at South Cambridgeshire Hall, it should include the face-to-face service, and that inclusion of the post service should be considered as part of the management review of the post service planned for 2011/12; and
8. that the Council's emerging Customer Access Strategy should include the intention to encourage and support customers to use the most cost effective customer contact channels such as email, webchat and social media;

Stage 3 – Options for a Customer Contact Service

9. that the customer contact service provided by the Council from December 2012 be managed in-house and located at South Cambridgeshire Hall;
 - (b) to adopt the action plan attached as **Appendix 1** to the report; and
 - (c) that the Chief Executive be **authorised** to develop the preferred option for the future of customer contact services as part of the emerging Customer Access Strategy.

Information Items

9. ADDRESSING THE ECONOMIC DOWNTURN - YEAR END REPORT

Councillor Nick Wright, Economic Development Portfolio Holder, presented the 2010/11 year-end report on the Council's measures to address the economic downturn. Although South Cambridgeshire had been rated as the most economically resilient area of the country, there had still been five thousand jobs lost. The Council had seen a good response to its local business support scheme, with 62 local businesses receiving funding in the past year. Councillor Wright drew attention to the Step Up business competition: the previous year's winner had signed contracts with major companies in the UK and was set to take her product worldwide; the runners up were also doing well. This year's competition had just begun and Councillor Wright encouraged members to help promote it. South Cambridgeshire District Council was being promoted in the business community as "business-friendly" and other authorities were looking to it as a model of best practice. Councillor Wright also reported that the proposed Economic Development Supplementary Planning Document had been deferred and would now form part of the new Local Development Framework.

Councillor Wright explained that, as Economic Development encompassed all portfolio

areas, he would be reporting primarily at Cabinet meetings rather than having separate Portfolio Holder meetings. Members asked him to consider how the Council could support local tradespeople, including opportunities for apprenticeships, and how the Council could encourage local businesses to become energy efficient.

Cabinet **NOTED** the year-end report.

Standing Items

10. ISSUES ARISING FROM THE SCRUTINY AND OVERVIEW COMMITTEE: PLANNING SERVICES REVIEW

Councillor Peter Topping, Sustainability, Planning and Climate Change Portfolio Holder, commended the Planning Services Review, and undertook to see the recommendations implemented and to provide assurance. He would consider the action plan at his 8 July 2011 Portfolio Holder meeting.

Members appreciated the impact that the review had had on staff at a difficult time, and reported that residents had already begun complimenting the improved service, such as the mapping facility on the website. It was acknowledged that officers were responsible for implementing policies agreed by councillors, and that, where the same issues arose repeatedly, there could be a need to review the underlying policies.

Cabinet **NOTED** the Planning Services Review and 'The Way Forward' document and thanked the members of the Task and Finish Group for their report.

11. UPDATES FROM CABINET MEMBERS APPOINTED TO OUTSIDE BODIES

Councillor Nick Wright, member appointed to the Papworth Hospital NHS Foundation Trust board, reported that the hospital had a £6 million surplus which it would use to increase its focus on research.

12. REPORTS FROM CABINET MEMBERS ATTENDING PARISH COUNCIL MEETINGS

There had not been any invitations since the last Cabinet meeting for Cabinet members to visit Parish Councils.

13. REPORTS FROM MEMBER CHAMPIONS

Councillor Ben Shelton, Champion for Policing, and Councillor Bridget Smith, Champion for Children and Young People, would both report to the next meeting of Cabinet.

**The Meeting ended at 8.58
p.m.**

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Leader and Cabinet

8 September 2011

AUTHOR/S: Executive Director, Corporate Services / Corporate Manager, Affordable Homes

**HOUSING REVENUE ACCOUNT (HRA) SELF-FINANCING:
CONSEQUENTIAL ACTIONS**

Purpose

1. To provide Cabinet with an update on the progress towards the new financing regime for the HRA.
2. To invite Cabinet to consider proposals to demolish or dispose of a number of properties within the HRA so that they can be discounted from the self-financing settlement figure.
3. This is a key decision because:
 - it is likely to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates.
 - it is likely to be significant in terms of its effects on communities living or working in an area of the District comprising two or more wards.
 - it requires the acquisition or disposal of any land or interest in land with a value in excess of Level 4 (£120,000).

and it was first published in the September 2011 Forward Plan.

Recommendations

4. That Cabinet approve:
 - (a) the transfer of the hostel site and nearby properties at Robson Court, Waterbeach, as listed in **Appendix 1** to this report, to Sanctuary Carr-Gomm at nil value,
 - (b) the demolition of the properties at Robinson Court, Grays Road, Gamlingay and Fairview, Longstanton before 31 March 2017, as listed in **Appendix 2** to this report, and
 - (c) the appointment of a specialist financial advisor to develop options for the raising of the funds required for the Council's self-financing settlement commitment.

Reasons for Recommendations

5. The transfer of the Robson Court site, scheduled at Appendix 1, will enable the redevelopment and modernisation of the temporary accommodation available to the Council.

6. The demolition of the obsolete and unpopular properties, listed in Appendix 2, will enable re-provision of affordable housing on the sites. A decision is required now so that these properties can be discounted from the Government's calculations of the final HRA self-financing settlement figure.
7. Should Council in November wish to raise funds through a public or private bond placement there are a number of steps the Council will need to have progressed by that stage. The appointment of a specialist advisor will facilitate the development of these options and will allow the Council to put in place the necessary initial arrangements.

Background

8. The Government have requested that all stock retaining local authorities identify those properties that they are intending to transfer out of their ownership before the end of March 2012 or intend to demolish within the next five years.
9. The properties so identified, subject to certification by the Council's auditors, will not be included within the debt settlement figure for the establishment of the self-financing regime to replace the HRA subsidy system in April 2012. This sum is anticipated to be around £35,000 per property.
10. Where demolition is proposed, there will be further and more extensive consultation on the options once the properties have been accepted by the Government as due for demolition. The Council will have up to 5 years to carry out the demolition otherwise the debt settlement figure will be recalculated in respect of these properties.
11. Council in November will be asked to approve a revised Treasury Management Strategy for 2011/12. This Strategy will detail how the Council will finance the settlement figure demanded by the Government. At this stage it is anticipated that the Council will be required to pay more than £200 million on the 28 March 2012.

Considerations

12. The properties identified for transfer or demolition and exclusion from the HRA debt settlement are as follows:
 - (a) **Robson Court Site, Waterbeach** (for transfer)

This site consists of 16 flats, a detached house (scheduled at Appendix 1) and a hostel, which is currently leased to and managed on behalf of the Council by Sanctuary Carr-Gomm. The site is becoming increasingly expensive to maintain. The Housing Portfolio Holder on 20 July 2011 made an in principle decision to transfer this site to the housing association for demolition and the re-provision of improved hostel facilities for use by the Council. The transfer needs to occur before the end of March 2012 and the housing association has agreed to meet this deadline. Consultation has been carried out with the current residents and the local elected Members.

Disposal of the land on the open market is not recommended and it is anticipated that the value of the land will be negligible as a result of the covenant requiring the provision of temporary accommodation for homeless households to be re-provided at the site.
 - (b) **Robinson Court, Gamlingay** (for demolition)

This is a block of 23 flats (scheduled at Appendix 2), formerly part of a sheltered housing scheme, now let to general needs tenants. Several of the

properties are bedsit flats and are of an obsolete and unpopular design that cannot be successfully remodelled. Consultation has been carried out with the current residents and the local elected Members. The Council is exploring different options for the reprovion of affordable housing on the site.

(c) **The Fairview, Longstanton** (for demolition)

This is a group of 5 older properties (scheduled at Appendix 2) of solid wall construction with poor insulation and large gardens that now require too much investment to retain. Consultation has been carried out with the current residents and the local elected Members. The Council is exploring different options for reprovion of affordable housing on the site.

Debt Finance

13. The Council has a number of potential ways it could raise the finance required to make the payment of over £200 million to the Government in March 2012. These include:
 - (a) The Council's own resources (balances)
 - (b) Borrowing from other local authorities
 - (c) Borrowing from the Public Works Loans Board (PWLB)
 - (d) Borrowing on the money market
 - (e) A bond issue through either a public or private placement
14. While utilising the Council's own balances is likely to be the most cost effective source of finance there is not sufficient quantum of cash available to finance this transaction, so this can only be a partial solution. Likewise it appears that direct borrowing from other local authorities or the money markets will not be a long-term solution as funds are unlikely to be available in the quantity or the periods necessary to fund the business plan on a long term basis.
15. The Public Works Loans Board offers a ready supply of loan finance to local authorities and is making specific provision to make funds available to local authorities that need to raise loans to fund this transaction. Funds can be borrowed on a range of terms at both variable and fixed rates of interest at periods of up to 50 years. The interest rates chargeable are set in line with the cost (or yield) of equivalent Government bonds (more properly called gilts) although the PWLB charges local authorities an additional 1.0 to 1.2% above the prevailing gilt rate.
16. The Council could issue a bond, or bonds, in its own name through a public or private placement. These financial instruments are attractive to pension funds and insurance companies. A public placement will entail the Council obtaining a credit rating, drawing up the relevant specialist legal documentation and securing the services of a number of financial institutions (or book-runners) to place the bonds and manage their ongoing trading positions. The initial costs of a bond placement are likely to be up to £450,000, to which must be added the ongoing costs of maintaining the Council's credit rating (circa £20,000 per annum). The Council's research suggests that the servicing cost of a bond placement could be up to 0.4% lower than the equivalent PWLB rate. On a like for like basis this could represent a saving of between £400,000 and £700,000 per annum to the HRA.
17. The Local Authority sector has little experience of raising bond finance; indeed even across the market this is a very specialist activity reserved to large corporate bodies.

If the Council wishes to pursue this option the most expeditious route would appear to be securing the services of a specialist advisor in this field who can assist the Council in making the relevant decisions, including leading the Council through the selection of book-runners and legal support and securing a credit rating. It is anticipated that the cost of such a service, which would be subject to an open tender process, could be met from existing resources.

Options

Robson Court, Waterbeach

- 18. The Council could decide not to transfer the properties and retain the buildings in their existing format with similar management arrangements in place. This option will not address any physical problems associated with an aging building and the general needs units will become more difficult to let over time and require additional maintenance expenditure.

Robinson Court, Grays Road, Gamlingay and Fairview, Longstanton

- 19. The Council could decide to retain the current properties but this would require disproportionate investment to bring them up to standard and may result in increased level of voids as unpopular units remain unlet.

Debt

- 20. The Council could approach financial institutions directly over the raising of bond finance. Confidence is a critical factor in the success of this type of transaction, however. Lack of confidence in counterparties, i.e. in this case the Council, or a badly framed approach to the market would be seen as a higher risk for lenders and could be reflected in higher costs. Working with a knowledgeable, independent third party has been shown to reduce the costs to bond issuers and helps to deliver a successful outcome.
- 21. Council in November, or even at a later stage in the process, might conclude that the Public Works Loan Board offers a better funding solution over a bond placement. The appointment of a specialist financial advisor now will allow these options to be comprehensively benchmarked against each other in the light of the emerging HRA Business Plan.

Implications

22.	Financial	<p>The Council will pay the Government an anticipated £205 million in March 2012, but will then leave the current funding system under which it currently pays over £12 million a year to support housing authorities elsewhere in the country.</p> <p>Securing loan finance on the most advantageous terms is a key objective of the project and will ensure the HRA is able to sustain a comprehensive 30 year Business Plan.</p> <p>No provision has been made in the 2011/12 HRA business plan for the costs of raising the loan finance. Council in November will be invited to consider any relevant financial impacts that follow from its decisions then. It is anticipated that the costs of the financial advisor proposed in this report could be met from within existing budgets and virement delegations.</p>
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Legal	Land transfer deeds and associated covenants will need to be in place for the transfer of the Robson Court site. The implementation of the HRA self-financing scheme is subject to Royal Assent being given to the Localism Bill, expected in November 2011, and the issue of relevant regulations by the Secretary of State.
Staffing	No staffing implications have been identified in regard to the proposed transfer or demolition of the properties scheduled in this report. The report sets out the requirement for additional specialist advice to facilitate the most effective debt financing solution.
Risk Management	The current volatility in the money markets is a key risk to the Council's ability to secure loan finance at an affordable level. Working with specialist advisors will help the Council to mitigate that risk to a degree. If it is not possible to demolish or transfer the properties listed in the appendices by 31 March 2017 or 31 March 2012 respectively, the Council will be required to make an additional payment to the Government equivalent to the opening settlement figure (circa £35,000 per property).
Equality and Diversity	No specific equality and diversity issues have been identified.
Equality Impact Assessment completed	Not applicable
Climate Change	The report sets out options to redevelop properties that have poor energy efficiency levels.

Consultations

23. Residents of the affected properties together with local members have been consulted on the proposals to transfer or demolish the properties scheduled at Appendices 1 and 2. Further consultations will take place with residents of the properties scheduled for demolition once more detailed plans have been developed.
24. A communication strategy has been developed to inform tenants and other stakeholders of the implications of the self-financing regime. There will be opportunities to take tenants views into account once options are developed further.

Consultation with Children and Young People

25. No specific consultations have been undertaken with children or young people except as members of the families resident in the affected properties.

Effect on Strategic Aims

26. The establishment of an effective 30-year business plan for the HRA and meeting the funding requirements of it are key contributors to meeting the affordable housing requirements of the District's residents.

Conclusions / Summary

27. The approval of the schedules of properties listed for transfer and demolition will allow the Government to discount these properties from the final settlement figure payable by the Council in March 2012.

28. There are a number of options to be actively pursued in drafting the Council's new Treasury Management Strategy. The appointment of a specialist advisor will facilitate the development of these options so that Council in November 2011 can make an informed decision on the financing of what is likely to be a more than £200 million settlement payment to the Government.

Background Papers: the following background papers were used in the preparation of this report:

- Report to Housing Portfolio Holder 20 July 2011 "Options for Robson Court Waterbeach"
- Report to Housing Portfolio Holder 15 June 2011 "Update on HRA Reform" including project initiation document.

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SCHEDULE OF PROPERTIES PROPOSED FOR TRANSFER BEFORE 31 MARCH 2012

<u>Address</u>		<u>Description</u>		
Hostel (9-26)	Robson Court	Waterbeach	CB25 9LE	Hostel
Flat 1	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 2	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 3	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 4	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 5	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 6	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 7	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 8	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 27	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 28	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 29	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 30	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 31	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 32	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 33	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
Flat 34	Robson Court	Waterbeach	CB25 9LE	Flat Bedsit 1945-1974
35	Robson Court	Waterbeach	CB25 9LE	3 Bedroom House

SCHEDULE OF PROPERTIES PROPOSED FOR DEMOLITION BEFORE 31 MARCH 2017

Address		Description		
Robinson Court				
Flat 15	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 16	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 17	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 18	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 19	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 20	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 21	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 22	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 23	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 24	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 25	Grays Road	Gamlingay	SG19 3EL	Conventional 2bf 1945-74
Flat 26	Grays Road	Gamlingay	SG19 3EL	Flat Bedsit 1945-1974
Flat 27	Grays Road	Gamlingay	SG19 3EL	Flat Bedsit 1945-1974
Flat 28	Grays Road	Gamlingay	SG19 3EL	Flat Bedsit 1945-1974
Flat 29	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 30	Grays Road	Gamlingay	SG19 3EL	Flat Bedsit 1945-1974
Flat 31	Grays Road	Gamlingay	SG19 3EL	Flat Bedsit 1945-1974
Flat 32	Grays Road	Gamlingay	SG19 3EL	Flat Bedsit 1945-1974
Flat 33	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 34	Grays Road	Gamlingay	SG19 3EL	Flat 1 Bed 1945-1974
Flat 35	Grays Road	Gamlingay	SG19 3EL	Flat Bedsit 1945-1974
Flat 36	Grays Road	Gamlingay	SG19 3EL	Flat Bedsit 1945-1974
Flat 37	Grays Road	Gamlingay	SG19 3EL	Flat Bedsit 1945-1974
10	Fairview	Longstanton	CB24 3EB	House 3 Beds Semi-detached Pre 1945
Flat 11	Fairview	Longstanton	CB24 3EB	Flat 1 beds Pre 45
Flat 12	Fairview	Longstanton	CB24 3EB	Flat 1 beds Pre 45
13	Fairview	Longstanton	CB24 3EB	House 3 Beds Semi-detached Pre 1945
14	Fairview	Longstanton	CB24 3EB	House 3 Beds Semi-detached Pre 1945

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Leader and Cabinet

8 September 2011

AUTHOR/S: Executive Director (Corporate Services) / Legal and Democratic Services Manager

ESTABLISHING A YOUTH COUNCIL

Purpose

1. To receive Cabinet approval to the proposals to establish a South Cambridgeshire District Youth Council.
2. This is not a key decision but has been brought to Cabinet for approval because it is likely to have implications across portfolios, directly affecting services received by the public through increased involvement of the District's youth in decisions which affect them. It was first published in the August 2011 Forward Plan.

Recommendations

3. That Cabinet agree to
 - (a) the establishment of a South Cambridgeshire District Youth Council from September 2012, and
 - (b) to adopt the Action Plan at **Appendix A**.

Reasons for Recommendations

4. Establishment of a Youth Council supports the Council's commitments set out in the Children and Young People's Plan to provide opportunities for children and young people to have a say in decisions that may affect them in their local area. It will also support the Council's bid for Quality Charter accreditation for Member Development, by increasing opportunities for elected councillors in their roles as community leaders, working with all sections of the community and supporting the District's young people to become engaged in local government issues.

Background

5. Cabinet agreed the Children and Young People's Plan on 31 March 2011, which set out how the District Council provides opportunities for children and young people to have a say in decisions that may affect them in their local area through:
 - (a) the Council's existing networks with village colleges (i.e., through consultation workshops, Dual Use Sports and Arts Development Managers);
 - (b) Connections Youth Bus, an existing facility for consulting with children and young people, as well as the Connections Youth Bus Forum, which is made up of two young people representatives from each village that it visits;
 - (c) Facebook page and on-line surveys.

Furthermore, all SCDC reports now have a section to ensure children and young people are considered when consultations are undertaken.

6. On 11 November 2010, the Leader, Major Opposition Group Leader and Chief Executive signed an undertaking committing the authority to attaining Quality Charter status for elected member development. One of the requirements of the Charter is

the establishment of a youth council. Members' involvement in promoting the youth council and to supporting and encouraging the youth councillors is a development opportunity for councillors in their community leadership role.

7. Nationally, there are a number of other Youth Councils in existence and further information in relation to Youth Councils can be found on the British Youth Council's website at: www.byc.org.uk. The British Youth Council's websites provides a wealth of information and tools to support establishment of local youth councils, including training and development packs. Another good example of the valid contributions made by youth councils is: <http://www.horshamyouthcouncil.org.uk/>

Considerations

8. The next step for the Council would be to establish a Youth Council as follows:
 - a. Establishment of a Shadow Youth Council of 15 shadow youth council members by January 2012. Existing networks would be used to nominate two representatives from each village college, from the communities visited by the Connections Youth Bus and to also seek volunteers via the South Cambs Magazine;
 - b. The Shadow Youth Council would be tasked with establishing Terms of Reference / Constitution for the permanent Youth Council, which would include role and remit, number of Youth Councillors, frequency of meetings, etc. The Shadow Youth Council would also oversee the election process;
 - c. Formal elections will be carried out using the existing networks, with promotion of the Youth Council in *South Cambs magazine*, SCDC Website, Twitter and Facebook;
 - d. Establishment of the elected Youth Council in September 2012.
9. Once established, a Youth Council would require training, mentoring and administrative support for agendas, minute-taking, publishing of papers, etc. Much of this work would be undertaken using social media and networks such as Facebook, SCDC website, Twitter and email, therefore maximising existing channels of communications. Although number and frequency of meetings should be agreed by the Shadow Youth Council while setting terms of reference, it is anticipated that no more than two full Youth Council meetings per year would be required. Again the use of social media and 'virtual' meetings would enable effective communications without unnecessary drain on resources travelling to and from meetings. There are a number of options available with regard to venues for meetings such as the Village Colleges themselves, where Village College mini buses could be used to transport the young people to and from their respective Village College base, or back to their villages.
10. When considering the establishment of a Youth Council, Councillors and members of the Shadow Youth Council will need to consider:
 - a. **Age range:** there is no set age range but most Youth Councils encompass an age range of 11 – 18 yrs old. This is a very large age range not only in terms of numbers of young people but also levels of understanding and maturity. It may be worth considering narrowing the age range for the first two years to 14 – 18 to enable focused, cost effective training and development followed by review, feedback and evaluation before deciding on future age ranges. It will also enable succession planning;
 - b. **Remit:** what will the Youth Council do and how will this be recognised formally within the Council's existing Constitution? Opportunities for Youth Council involvement could be via standing items on Cabinet and Council agendas for Youth Council spokesmen to report to these bodies on the general work of the Youth Council, its priorities and challenges. Youth Council members would also be able to attend and contribute to Portfolio Holder meetings and Scrutiny and Overview Committee meetings;

- c. **Structure:** the Youth Council's governance structure should reflect its remit and while final details would come via the Shadow Council's work, it is anticipated that there should be an elected Chairman and Vice-chairman as well as Youth Portfolio Holders and smaller working groups for areas of specific interest;
- d. **Budget:** It is really important that the Youth Council is not just a talking shop, but gives a real power and responsibility to the young people involved. It is recommended that £1,000 should be set aside for the Shadow Youth Council's use and that part of the remit of the fully elected and formally established Youth Council will be to set its own budget the following year. The Youth Council will receive advice and guidance to do this but will have to follow standard council conventions and considerations. Once developed, the budget proposals would then follow normal District Council expenditure processes;
- e. **Adding value:** To capture and retain the interest of young people in a Youth Council, the Youth Council must have a meaningful role. It is essential that the Youth Council is not just a tick box exercise but something that Members feel will make a valuable and valid contribution to the work of the Council. Councils that have experience of Youth Councils welcome the enthusiasm and commitment young people bring "They (young people) are valuable not only as future adults but people who have a place in society now...Not involving children and young people has its consequences. It breeds discontent and resentment...It is only through having rights that young people learn to respect other people's rights" C. Willow (1997) 'Hear! Hear! Promoting Children and Young People's Democratic Participation in Local Government'. Youth Councils enable young people to voice their concerns, participate in local government, and be empowered to take decisions and action to improve their local community. Youth Councils also enable Local Councils to truly represent the whole of the community they live in, become more vibrant, modern and dynamic, encourage young people to vote and become councillors when they are old enough and improve services to young people. Youth Councils enable local communities to become safer and more sustainable, more vibrant and progressive and improve services and be more representative and responsive to their local communities.

- 11. An action plan is attached at Appendix A.
- 12. Swavesey Village College has approached the Council about an 18-month placement for a work experience student, who will work for SCDC one day per week (after which s/he will receive a diploma provided by the school to accompany his/her CV and college applications). Details should be confirmed by September 2011 for a start date towards the end of September 2011. The establishment of a Youth Council provides an ideal opportunity for the student to work initially with the Shadow Council and then the elected Youth Council, to provide administrative support, keep the website up-to-date and oversee the Young Voice page in *South Cambs magazine*.

Options

- 13. Not to establish a Youth Council. The Council could struggle to find alternative means of demonstrating its commitment to South Cambridgeshire's young people as set out in the Children and Young People's Plan, and could fail to achieve Charter Status for Elected Member Development.
- 14. Not to establish a Shadow Youth Council and to formalise the process for elections, the terms of reference and the way that the Youth Council would operate within the Council's existing Constitution before seeking candidates. The recommendation to establish a Shadow Youth Council ensures that the young people have a say in the

development of their Council through active participation and consultation, to produce an outcome which best matches the aspirations of the young people within the Council's existing structures.

15. Young people have an active interest in their local communities and the opportunities afforded by a Youth Council will provide a high level of interest. Young people are very interested in housing development and growth areas because they worry about their own futures as well as those of others in their local communities (eg, where might they live and work). Young people want to see local training and employment opportunities and easier access to facilities across the district. A key area of interest for young people is also climate change and environmental sustainability; all of these areas would very much benefit from the input of young people.

Implications

16. Financial	None specific at this time. Other than travel expenses, it is expected that the Shadow Youth Council can be established within existing budgets. As previously explained more efficient ways of meeting, use of social media and the internet as well as organising meetings across the district in local areas will be used. As part of the remit of the fully elected Youth Council, it will be expected to set its own budget and consideration of meetings, travelling and transport will be a key consideration for the Youth Council. External sources of funding will be explored once the Shadow Youth Council is in place.
Legal	None specific at this time. Changes may be needed to the Constitution to reflect the ways that the Youth Council has input into issues facing South Cambridgeshire, or raises matters with Council bodies.
Staffing	A work placement student from Swavesey Village College will undertake an administrative role. It is anticipated that the Youth Council will be largely self-supporting in the long-term, but the Principal Lead for Community Infrastructure and Democratic Services Team Leader will be key contacts in the early years.
Risk Management	The most significant risk is that the Youth Council is not recognised and respected, both within the authority itself and within the community the Youth Council represents, leading to disengagement from South Cambridgeshire's young people.
Equality and Diversity	The Connections Youth Bus visits Gypsy and Traveller sites within South Cambridgeshire. Promoting the Youth Council and offering opportunities for involvement in it through the Connections Youth Bus ensures that hard-to-reach villages, including those outside of Village College catchment areas, are not left out.
Equality Impact Assessment completed	No. One will be carried out as part of the work of the Shadow Youth Council.
Climate Change	None specific.

Consultations

17. Councillor Bridget Smith, Member Champion for Children and Young People, who supports the recommendation and has offered to help wherever possible.

Consultation with Children and Young People

18. Extensive consultation with children and young people took place when putting together the Young People's Plan, which demonstrated that children and young people were very keen to contribute to decisions made about the things that affect them in their lives. Further consultation will take place regarding the establishment of a Youth Council through the Village Colleges, Connections Youth Bus, village youth groups, *South Cambs magazine*, Facebook and Twitter during autumn 2011 to encourage interest in the Youth Council. The Shadow Youth Council will be expected to undertake a comprehensive consultation as part of its work in determining the Youth Council's Aims, terms of reference, accountability, reporting lines, elections process, etc.

Effect on Strategic Aims

19. Commitment to listening to and engaging with our local community: support for a Youth Council is key to demonstrating commitment to listening to and engaging with the District's youth.
20. Commitment to making South Cambridgeshire a place in which residents can feel proud to live: the Youth Council will be a voice for young people in the District, to ensure that the Council has their input into decisions which affect them. Through the Council's partnership links with the Village Colleges, the Connections Youth Bus, local youth groups, Parish Councils and District Councillors themselves, the Youth Council will be able to represent the entire district.
21. Commitment to assisting provision for local jobs for you and your family: the Youth Council and the work placement programme will help young people develop skills which will support them in their future careers. It might even serve as an informal apprenticeship for a career in public service.

Conclusions / Summary

22. The recommendation to establish a Shadow Youth Council ensures that the young people have a say in the development of their Council through active participation and consultation, to produce an outcome which best matches the aspirations of the young people within the Council's existing structures.
23. The recommendation to establish a Youth Council would also bring a commitment and enthusiasm to South Cambs District Council. The establishment of a Youth Council representing the views of young people across the whole of the District, would bring greater understanding of democratic processes, issues and concerns faced by local authorities, civic duties, encouragement to participate as adults and, perhaps most importantly, a commitment to live and work in South Cambridgeshire as adults knowing that they had helped to shape the area as young people.

Background Papers: the following background papers were used in the preparation of this report: Children and Young People's Plan
Quality Charter for Elected Member Development criteria

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YOUTH COUNCIL – DRAFT ACTION PLAN – SEPTEMBER 2011 – SEPTEMBER 2012

Action	Cost	By whom/When
Draft Action Plan and Paper with Member Development Programme for Cabinet Approval	-	Cabinet 8 Sept 11 TM/HA
Member / officer visits to Village Colleges to inform young people of role of the Council, what councillors do, and to encourage uptake by young people to establish a Shadow Youth Council	Members' travel expenses	Throughout Sept and Oct 11 Members, HA/TM
Seek fifteen nominated volunteers from Village Colleges, the Youth Bus Forum and via South Cambs Magazine to form Shadow Youth Council	-	Oct/Nov 11 – TM
Draft Terms of Reference for Shadow Youth Council to provide clarity for role and remit and term of office	-	Nov/Dec11 – TM
Article about Shadow Youth Council and opportunities for involvement, Winter 2011 edition <i>South Cambs magazine</i>	-	Draft copy Sep 11, delivery Dec 11 – TM / HA / EP
Shadow Youth Council in place January 2012 to over see establishment of fully elected Youth Council	-	January 12 – TM
Induction and training for Shadow Youth Council Members	-	Jan/Feb 12 – TM/HA/HR / Member Development T&F Group
Shadow Youth Council to establish Youth Council Constitution with support from SCDC Members and Officers and to include appropriate Portfolios for Youth Councillors, accountability, reporting lines, identification of resource requirements, etc. A review of progress to be put in place for April 2012.	-	Mar/Apr 12 – TM/HA/Member Development T&F Group
Shadow Youth Council to oversee election process via <i>South Cambs magazine</i> , SCDC Website and Facebook	-	May/June 12 – TM
Fully elected Youth Council established by September 2012	-	Sept 12 TM/HA

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Leader and Cabinet

8 September 2011

AUTHOR/S: Executive Director, Operational Services / Corporate Manager, Planning and New Communities

ECONOMIC DEVELOPMENT PRIORITIES 2011/12 AND 2012/13

Purpose

1. This report and **appendix** provide a summary of 10 actions for direct, immediate/ongoing delivery under the 6 strategic themes of the Economic Development Strategy, as adopted by the Portfolio Holder on 8 March 2011. It also incorporates additional priority areas identified by the Cabinet since May 2011.
2. This is a key decision as it is likely to have a significant impact on the communities in South Cambridgeshire and the Portfolio Holder would like to present current and planned economic development actions to Cabinet.

Recommendation

3. It is recommended that Cabinet approve the priority actions contained in the attached appendix, which includes the restructuring of the £150,000 Economic Downturn Measures budget allocation to be split £90,000 for 2011/12 and £60,000 for 2012/13.

Reason for recommendation

4. South Cambridgeshire District Council has, since increasing the economic development function in 2008, successfully delivered benefits to the District (residents and businesses) as detailed in this report. The Council wishes to continue its positive contribution to developing and enabling the prosperity of the District, especially with the new responsibilities facing Local Authorities through the Growth Act and the "Localism" agenda; as well as within more challenging economic times (recession and austerity measures).
5. The appendix contains a schedule of economic development priority actions that include the economic downturn measures support.

Background

6. Through the adopted economic strategy and through delivered and current actions, the Council has communicated and shown active commitment as:
 - **a listening Council**, understanding economic development and business issues
 - **open for business**, practically encouraging and assisting **economic development priorities** and businesses through:
 - business support
 - enabling growth through policies and practise (including planning)
 - underpinning the existing economy (noting the District's strengths i.e. the Research and Development sectors as well as supporting the rural and general economy)
 - maintaining and attracting inward investment
 - supporting digital and transport infrastructure

- promoting the District to stakeholders and interested partners as a **business friendly authority**, proud of its businesses and their success
- playing its role in supporting its own economy as well as that of the Greater Cambridgeshire-Greater Peterborough Local Enterprise Partnership (LEP).

7. To date actions have included:

- (a) **a thorough economic assessment** with the aid of economic consultants (PACEC) and the **adoption of an economic strategy with six themes** to deliver against the priorities mapped out as the economic needs of the District. These themes are:
- **The role of South Cambridgeshire**
(in the sub region reflecting housing provision and a world class economy)
 - **Supporting business**
(enhancing objectives and actions to support business including new and existing business and investment attraction)
 - **A low carbon economy**
(reducing carbon and fossil fuel dependence and supporting “clean” tech industries)
 - **Building sustainable communities**
(ensuring the right support to businesses and communities, eg through the supply of housing, skills, facilities)
 - **Improving the infrastructure**
(maximising the infrastructure (roads, broadband etc) to support the economy)
 - **Key intervention areas: Recession**
(assisting businesses in challenging economic times)

The themes each contain a framework delivered across the Council and with partners externally and can be found in the Council’s Economic Strategy Document, published on the Council’s website, www.scambs.gov.uk/Business/edstrategy.htm

- (b) A specifically scheduled suite of measures to assist business responses to the **economic downturn** (now part of the broader Economic Strategy.) for which the Council continues to receive positive feedback from businesses and stakeholders.

8. Specific in 2011/12 to develop the Economic Strategy, include:

- (a) delivering business support – e.g. business workshops, access to finance and funding opportunities for businesses;
- (b) aiding employment opportunities for local people – planning (e.g. Economic Development Panel, Cambridgeshire Redundancy network, skills training and addressing training gaps, working with universities);
- (c) developing investment attraction with businesses and partners, such as UK Trade & Investment, through engaging with key businesses to support them and developing actions and messages to underpin existing investment and attract other companies to South Cambs;
- (d) engaging with businesses and business organisations (e.g. the Federation of Small Businesses, the Institute of Directors, Chambers of Commerce, etc.) in order to have access to information to develop support activities;
- (e) developing a commercial property search facility that aids with investment retention and attraction in facilitating businesses to set up in the District. It also adds value in the provision of site information for planning purposes;

- (f) aiding business start-up through the “Step-Up” Business Competition where the process of applying for the competition is a business support activity itself with associated workshops. In 2010, 3 new start-up businesses resulted from the competition with the winner having international business potential;
- (g) the Hardship Rate Relief measures, aiding those businesses most affected by the recession in a practical way and to developed criteria;
- (h) delivering the South Cambridgeshire Business Support Fund in partnership with Business Link (twice extended since its initial success and having aided 70 businesses to date);
- (i) improving the payment and cash flow of suppliers and local businesses through efficient electronic payment methods via the Council’s Finance service;
- (j) improving on-line business attraction and development resources – tender opportunities, workshops and funding information;
- (k) aiding businesses with public sector procurement through events and information;
- (l) developing the roll-out programme for dependable and high speed broadband with the County Council to enable economic prosperity across the District’s communities and businesses;
- (m) actively engaging in the LEP – to develop delivery programmes around issues such as skills, investment and business rates;
- (n) developing opportunities through tourism, working on extending stays, conferencing, accommodation and hospitality support and opportunities such as the 2012 Olympic and Para-Olympic games.

Economic Priorities 2012/13

9. The Economic Development Portfolio Holder wishes to work with partners to create and sustain opportunities for employment, enterprise and world-leading innovation. This takes the existing and ongoing delivery programme and focuses it upon three top priority actions with seven supplemental areas of key supportive delivery, see the table in the attached appendix. This table also details spending on the economic downturn measures. The top 3 priorities are:

- (a) **Supporting Digital Infrastructure** by:
 - (i) aiding the Broadband Delivery UK (BDUK) programme as part of Cambridgeshire and Peterborough Broadband Together through active participation and development of the area-wide assessment, funding and procurement programme;
 - (ii) working with partners to support businesses in implementing and making the most of the physical infrastructure;
 - (iii) aiding private sector suppliers with advice and support regarding planning applications for physical infrastructure elements.
- (b) Developing a **business friendly** approach and **website** to:
 - (i) support the economic sectors and clusters in South Cambridgeshire and enable development of new business and jobs;
 - (ii) develop inward investment;
 - (iii) assist business support with advice and, through the website, on funding opportunities, commercial property availability in the District, etc..
- (c) **Working with Economic Development partners** through:

- (i) engaging with the economic sectors, new and existing businesses and business organisations, and;
- (ii) supporting the Local Enterprise Partnership (LEP).

Considerations

10. Delivery of the priorities will occur across the Council's corporate service areas (as identified in the attached appendix schedule as well as the Economic Strategy).
11. The Greater Cambridge-Greater Peterborough Local Enterprise Partnership (LEP) has formed its shadow board and identified work programmes and actions in which the Council is participating and/or supporting. For example, the planned skills programme of work being commissioned by the LEP and the support to Alconbury as an Enterprise Zone, which could see economic benefit for the District in the future.
12. Changes to funding and loss of delivery partners, most notably the East of England Development Agency and Business Link, will inevitably restructure delivery and/or the cost of delivering economic development commitments within the District. The full implications of this will only be clearer once the LEP is fully operational and the full impact of partner departures are evaluated, probably by the first quarter of 2012. It is expected that Local Authorities such as SCDC will face increased demands. This is also in line with the spirit of the Localism agenda and Growth Act visions.
13. In response to these developing issues the Council's Economic Development Priorities and the Economic Strategy have been shaped with flexibility in mind.
14. An element of this flexibility is the proposal to split the 2011/12 £150,000 budget allocation for Economic Downturn Measures to a spend of £90,000 in this current financial year with the balance being reallocated to 2012/13. The principal reason for this is that Business Link has been a key and valued partner in the delivery of these measures. With its demise from November 2011 a significantly revised delivery framework will be required. The LEP stands to be a significant contributory partner in this framework but it is not envisaged having clarity over the respective revised delivery programme elements until the first quarter of next year. Thus, in order to take best advantage of the value this may offer and/or work up a new additional delivery mechanism with new partners, it is proposed to defer the allocation of £60k of the 2011/12 budget to 2012/13.
15. Delivering on these measures is just one part of the Council's broader commitment to facilitating a positive economic development agenda across South Cambridgeshire (as outlined in the appendix). Key to the achievement of these actions will be ensuring the availability of the necessary internal resources/capacity, or access to the requisite external resources/partners, to deliver the full schedule within the budget currently available.
16. As noted above, 2010/11 has seen significant national and regional changes to the external delivery framework for economic development work and this is having a significant impact upon local delivery mechanisms. If account is not taken of the resource implications of this change, alongside the Council's commitment to deliver in this field, there is a risk of not meeting the Council's priorities.
17. To this end officers will assess the existing available resource base against that envisaged necessary to complete the schedule of actions contained in the appendix. This exercise will be completed over the next six to eight weeks and will subsequently be fed into discussions over the Medium Term Financial Strategy (MTFS).

Implications

18. Financial	<ul style="list-style-type: none"> An assessment of the necessary resources/capacity to complete the schedule of priority actions (see Appendix) will be carried out over the next 6-8 weeks and fed into the MTFS discussions. £150,000 downturn allocation proposed to be split as £90,000 in 2011/12 and £60,000 in 2012/3.
Legal	All legal requirements, as relevant to programmes/actions have been met to date and will continue to be met as necessary.
Staffing	Within current structure
Risk Management	Subject to individual activities and assessment of available resources,
Equality and Diversity	Not applicable
Equality Impact Assessment completed	Yes Neutral to positive outcomes were assessed on the EQIA for the Economic Strategy
Climate Change	A climate change theme forms part of the Economic Strategy and there are actions to implement this.

Consultations

19. The Economic Development Portfolio Holder and the Executive Management Team were consulted.

Consultation with Children and Young People

20. This is not directly relevant to Children and Young People.

Effect on Strategic Aims

21. These actions reflect and underpin all the Council's corporate aims and commitments:
22. These commitments are reflected in the Council's specific policy documents, listed in and used in the economic assessment and strategy as well as the proposed Council actions for Economic Development.

Conclusions / Summary

23. This report provides Cabinet with an update of the top 10 priorities for Economic Development to be executed by the Portfolio holder for the coming year and seeks its approval.

Background Papers: Economic Development Portfolio Holder Report 8 March 2011
Economic Downturn Update to Cabinet 7 July 2011.

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Principal Lead: Economic Development and Tourism
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Economic Development Council Priorities 2011 and emerging 2012/13



3 Top Priority Actions	Delivers...	Economic Strategy theme	Corporate connections
1. Supporting Digital Infrastructure	Superfast Broadband <ul style="list-style-type: none"> facilitates business growth and development 	Business Support Low Carbon Economy Improved Infrastructure	ICT Partnerships Planning – DC and Conservation
2. Developing a business friendly approach and website	Micro-site for Business with clear branding, including information and links to: <ul style="list-style-type: none"> grant funding business opportunities, partners (e.g. UKTI, TSB, Chambers and so on) Economic newsletter Council contacts Commercial Property Search Engine (EG Property Database)	Role of South Cambridgeshire Supporting Business Sustainable Communities Sector support	Communications ICT – Web manager
3. Working with economic development partners	Greater awareness of range and contribution of local business to South Cambridgeshire economy, including <ul style="list-style-type: none"> Local Enterprise Partnership (LEP) work Knowledge of major business sectors and companies, including top 100 	Supporting Business Supporting Infrastructure Role of South Cambs	Planning Housing Cross- Authority
Priority Actions 2011 and 2012/13	Delivers...	Economic Strategy theme	Corporate connections
4. Annual Project	Showcase of “business friendly Council” Suggest for 2011: New <ul style="list-style-type: none"> Launch of Business Website 	Role of South Cambridgeshire Supporting Business	Communications Sport, Arts

Economic Development Council Priorities 2011 and emerging 2012/13



	<p>Continuing success</p> <ul style="list-style-type: none"> Step-Up business competition, <p>Other alternatives or for 2012</p> <ul style="list-style-type: none"> Tourism – work with “Visit Cambridge” and LEP to showcase SCombs – linking with Olympics/Sport/Arts 	Sustainable Communities	
5. Continue the Economic Downturn Measures, to support businesses	<p>Support to businesses in 2011/12 through:</p> <ul style="list-style-type: none"> South Cambridgeshire Business Support Fund delivered with Business Link, which has supported almost 70 businesses to date. This is being extended by £20K Continued implementation of the Hardship Rate Relief scheme £25K Continuing the electronic payment roll out to pay (especially) small businesses on time to aid with cash flow £10K Improving the District’s attractiveness through the website and tourism. £10K Step up £20k (10K in 2011 and £10k in 2012) Procurement workshop £5k 	<p>Supporting Business</p> <p>Recession & Sector Support</p>	Finance
6.Red Tape Reduction	<ul style="list-style-type: none"> Review S.106 requirements on business parks to ensure they are fit for purpose varying the terms of existing section 106 agreements Review other regulatory functions of SCDC to make as business friendly possible – linked to Enforcement Review 	<p>Role Of South Cambridgeshire</p> <p>Supporting Business</p>	<p>Planning Policy/ S106 Officer</p> <p>Environmental Health</p> <p>Revenues</p>
7. Promote Economic Growth through appropriate planning policies	<p>Greater prosperity, employment and innovation through:</p> <ul style="list-style-type: none"> LDF/ planning policy review Economic Development Panel assisting case officers in weighing up the economic benefits such as jobs and investment with regards to planning applications, which are currently contrary to policy. 	<p>Role Of South Cambridgeshire</p> <p>Supporting Business</p>	<p>Planning Policy</p> <p>Development Control</p> <p>Conservation</p>

Economic Development Council Priorities 2011 and emerging 2012/13



<p>8. Work up strong tourism (leisure and business) attraction offer for South Cambs – sites, destinations, arts and cultural events, accommodation.</p>	<ul style="list-style-type: none"> ● Extended stays in South Cambridgeshire (together with LEP) ● Opportunities (e.g. Olympics, health tourism) to benefit businesses and investment in the District through tourism sector ● Depth to South Cambs distinctiveness and experience through: <ul style="list-style-type: none"> ○ Website and tourism brochure development ● Support for local arts and leisure enterprise and hospitality sectors 	<p>Supporting business</p> <p>Sustainable Communities Role of South Cambridgeshire</p>	<p>Arts & Sports</p> <p>Environmental Health (Food)</p>
<p>9. Business workshops for start-ups and other businesses to meet needs – covered by Business Link programme until October 2011</p>	<ul style="list-style-type: none"> ● Comprehensive programme of business support covering a range of needs. ● Procurement event 	<p>Supporting Business</p>	<p>Finance</p>
<p>10. Support South Cambs Sustainable Parish Energy Partnership (SPEP) to advance sustainable energy in business</p>	<ul style="list-style-type: none"> ● Reduce business carbon emissions ● Run “green” business workshops 	<p>Climate Change Action Plan</p> <p>Low Carbon economy</p>	<p>Sustainability</p> <p>SPEP</p>

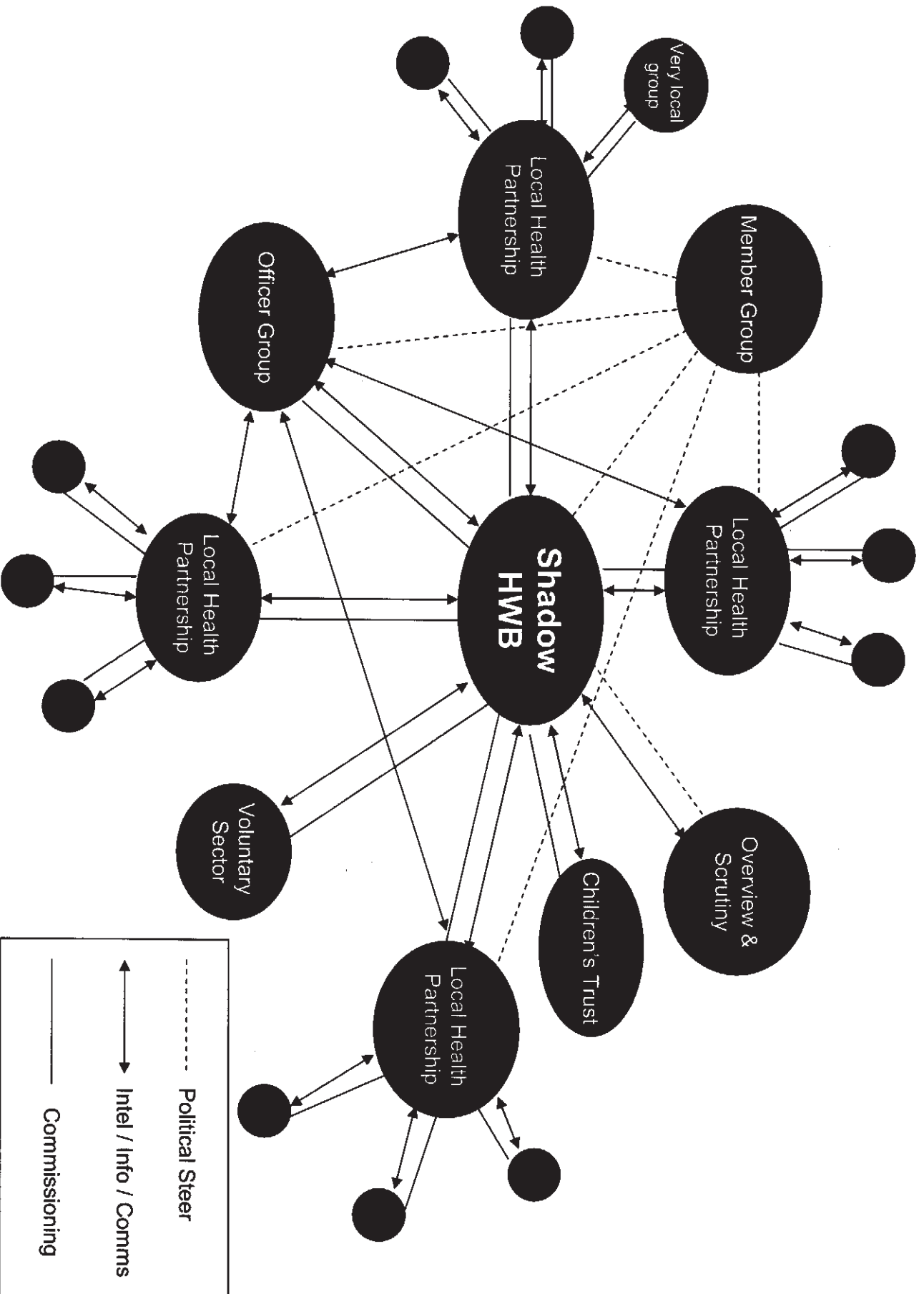
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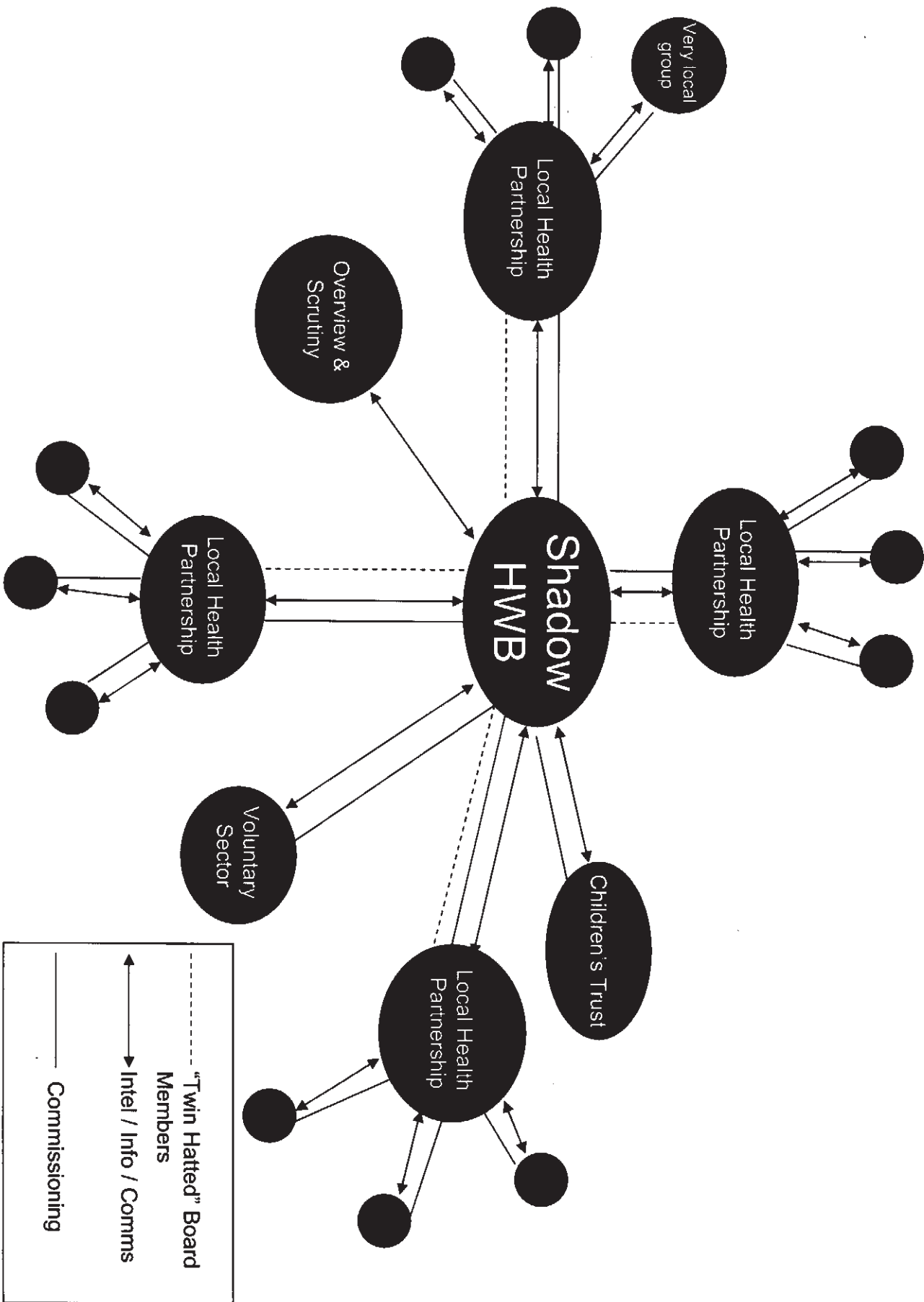
BRIEFING PAPER FOR CABINET**8 SEPTEMBER 2011****CAMBRIDGESHIRE COUNTY COUNCIL
COMMUNITY WELLBEING PARTNERSHIP
RE****PROPOSALS FOR THE SHADOW HEALTH AND WELLBEING BOARD AND NETWORK**

1. At a meeting of the Community Wellbeing Partnership held on Tuesday, 30 August 2011 the options and proposals for the Shadow Health and Wellbeing Board, under the terms of the Health and Social Care Bill, were outlined. These proposals are to be considered by the Leader of Cambridgeshire County Council for approval on Thursday, 1 September 2011.
2. The proposals shall:
 - Create a robust Health and Wellbeing Board and Network where the Network has a genuine influential role, which is flexible, inclusive and representative of new culture and behaviour.
 - Network 'hubs' will have a key role to play in the Network to shape health and wellbeing interventions operationally on the ground, working on both a geographic and thematic basis
 - Set a clear, unifying vision for Health and Wellbeing with a small number of strategic priorities (short and long term) and 'quick wins'
 - Maximise total resources available through combined budgets; mainstream/core revenue funding not just marginal budgets and grants.
 - Focus on outcomes that can only be achieved through collaboration i.e. where HWB can add value
 - Support innovation and empower and enable local delivery.
3. The Government 'pause' has led to the following key changes:
 - A new duty to involve users and the public
 - A strong role in promoting joint commissioning and integrated provision between health, public health and social; care
 - A requirement for Clinical Commissioning Groups (formally GP consortia) to involve HWBs as they develop their commissioning plans, and a right to refer CCG plans back, or to the NHS Commissioning Board, if they are not in line with the Joint Health and Wellbeing Strategy
 - The Local Authority to determine how many elected members will be on the Board introducing more democratic accountability through Member representation
4. It is proposed that the Membership of the Shadow HWB and Network will be:
 - County Council Leader
 - County Council Cabinet Member for Health and Wellbeing
 - 1 nominated district councillor representative
 - 2 representatives of the Clinical Commissioning Groups
 - 1 representative of the local HealthWatch
 - The director of Public Health

- Exec Director Community and Adult Services
 - Exec Director Children and Young People Services
 - Director of Finance, Property and Procurement
 - Representative of NHS Commissioning Board.
5. The Network includes other key players and stakeholders. The Health Partnerships include district councils, Housing Associations, Registered Social Landlords as well as the voluntary sector.
 6. Two models are proposed – (see **attached** diagrams). These are being debated and worked up.
 7. At the meeting on 30 August strong representation was made by the districts and city for better representation on the HWB. Clearly there are significantly different health needs between districts and the new guidance says there should be increased democratic accountability.
 8. It is proposed that the Shadow board will be in place by October 2011.

Cllr Sue Ellington
Environmental Services Portfolio Holder
30 August 2011





TO: Leader and Cabinet, 8 September 2011

POLICING REPORT

Neighbourhood Panel Meetings

1. Of the neighbourhood panel meetings (three in total since the beginning of the summer, Sawston, Swavesey and Cambourne) I attend on the whole crime has gone up since the last quarter, this is due periodically to the better weather and longer nights and schools breaking up to name some of the reasons, but this is not an unexpected trend upwards and is in line for this time of year.
2. The neighbourhood panels are great ways for members of the public, parish councillors, district and county councillors to voice concerns on issues that are happening locally. A set of priorities are set at each meeting, which is then reviewed at subsequent meetings to see what has been achieved.
3. Common themes looked at by the Panels are, parking outside schools, parking in high streets, parking on pavements, speeding and Anti-social Behaviour.
4. Speedwatch information is very useful, recorded and is encouraged among parishes; equipment is available on loan.
5. South Cambs police did in fact have two off road bikes which until recently were scrapped, these were useful in off-road offences and I am keen to get these reintroduced.
6. It has been reported that callers to the non emergency number 0345 456 4564 are having to wait 10 minutes to speak to an operator, this has been noted and there are trials in the UK for another emergency number 101. I will keep you informed.

The South Cambridgeshire Crime and Disorder Reduction Partnership (CDRP)

7. The CDRP met on 26 July 2011.
8. What was clear here was the need for all authorities to work together on this and with each partner, Police, Fire, NHS. etc.
9. A lot of crime is committed by the same persons known to the police and which involve many cross partners, this obviously takes resources and time so, looking forward, a more streamlined process is being looked into.
10. The Chairman noted that Jean Hunter, Chief Executive, had agreed to Chair and therefore steer the District Tasking and Co-Ordination Group's discussions and progress.
11. Farm crime was a priority from the last meeting, and although this was a priority it has not reduced. I asked that it remained a priority, I also asked that if a farm building such as a residence is burgled does it count as a farm crime or a dwelling burglary. The answer I got was to do with home office guidelines as to what category a burglary comes under.

Cambridgeshire Police & Police Authority

12. Cambridgeshire police sent officers to the recent riots in London, and a letter of thanks was sent from the Commissioner.
13. In the coming months there will be changes to the Cambridgeshire Police Authority whose main job currently is:
 - Hold the Chief Constable to account
 - Set policing priorities and targets
 - Scrutinise police performance
 - Monitor the police budget
 - Ensure value for money
 - Engage with the public to influence policing delivery
14. Cambridgeshire Police Authority is an independent watchdog that is responsible for overseeing the work of Cambridgeshire Constabulary. It makes sure the Constabulary operates as efficiently and effectively as possible within the available resources.
15. I will let you know the changes when I get further details.
16. Cambridgeshire Constabulary is reviewing all its business processes and practises as part of a comprehensive programme of change.
17. Members have been contacted by the Engagement Project Board who are keen to seek our views to ensure that any future strategy and processes complement those of our organisation, our own thoughts as elected Members and our understanding of what the people we represent want. Hopefully many members would have responded to this.

**Cllr Ben Shelton
Cabinet Policing Champion
30 August 2011**