

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

At a meeting of the Cabinet held on
Thursday, 13 July 2006

PRESENT: Councillor Dr DR Bard (Leader of Council)
Councillor Mrs DSK Spink MBE (Planning and Economic Development Portfolio Holder and Deputy Leader of Council)

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| Councillors: | SM Edwards | Resources, Staffing, Information & Customer Services Portfolio Holder |
| | Mrs VG Ford | Community Development Portfolio Holder |
| | JA Hockney | Conservation, Sustainability and Community Planning Portfolio Holder |
| | RMA Manning | Environmental Health Portfolio Holder |
| | Mrs DP Roberts | Housing Portfolio Holder |

Councillors RF Bryant, R Hall, Dr SA Harangozo, Mrs SA Hatton, Mrs EM Heazell, SGM Kindersley, DC McCraith, Mrs CAED Murfitt, RT Summerfield and Dr SEK van de Ven were in attendance, by invitation.

Apologies for absence were received from Councillors JD Batchelor, Mrs PM Bear and Mrs HM Smith.

Procedural Items

1. MINUTES OF PREVIOUS MEETING

The Leader was authorised to sign as a correct record the minutes of the meeting held on 8 June 2006, subject to the following amendment:

Climate Change Group (Minute 13(j))

“...Planning Policy Guidance 25 (PPG25) required authorities...”

2. DECLARATIONS OF INTEREST

The following declarations were made:

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|---------------------------|--|
| Councillor JA Hockney | One of the clients of his employers was Mouchel Parkman Highways |
| Councillor SGM Kindersley | As an elected Cambridgeshire County Councillor |
| Councillor DC McCraith | As an elected Cambridgeshire County Councillor |

Recommendation to Council

3. RACE EQUALITY SCHEME

The Resources, Staffing, Information & Customer Services Portfolio Holder commended to Cabinet the updated Race Equality Scheme (RES), which took into account progress made implementing the action plan, consultation responses and recommended practice

from the Commission for Racial Equality (CRE). He pointed out, that in addition to the consultation replies from parish councils in Appendix A of the report, Bar Hill Parish Council had also responded to the consultation and supported the RES.

In view of the CRE's "Common Ground" report, the portfolio holder also proposed the establishment of a small RES Member Working Group of two or three members to consider its implications in more detail. The Council needed to work towards an overarching strategy document for its approach to Traveller issues, albeit that the completed Strategy would not be published until after the adoption of the Gypsy and Traveller Development Plan Document. At the same time, he considered that it was important that the Race Equality Scheme did not focus on any particular minority group. Members' attention was drawn to the relatively high levels of ethnic minorities working as taxi drivers and in local hotel and agricultural industries. He undertook to add cultural awareness training for all members to the Member Training Advisory Group work programme.

The following amendments were made to the Race Equality Scheme:

- Paragraph 1.3.2: "This updated version has now been produced in the light of...(b) new ODPM Circular 1/2006 on 'Planning for Gypsy and Traveller Caravan sites' (February 2006). This circular aims to ensure that Traveller site provision is increased, Traveller needs are dealt with fairly and effectively, and that the traditional travelling way of life of Gypsies and Travellers is recognised, protected and facilitated";
- Paragraph 1.4.2 (also paragraph 10 of the Cabinet report be amended to highlight the role of all portfolio holders for promoting race equality and good race relations, through all Council services, particularly those for which they have responsibility";
- Paragraph 2.1.4: "The travelling community, including travelling showmen, has been a traditional part of rural life in South Cambridgeshire...";
- Paragraph 2.3.5 (Promoting good race relations): To include the Council's response to the Tsunami disaster during the 2004 Christmas break, when the Council offices were opened up as a collection point for donations and aid supplies, and both councillors and officers interrupted their holidays to help out. This initiative involved close liaison with the local Sri Lankan community;
- Action plan - section B.1 (Developing policies and strategies relevant to race equality): "Highlight to the Cabinet and the Gypsy and Traveller Development Plan Document Member Reference Group findings and recommendations from ODPM Circular 1/2006 and the CRE's 'Common Ground' report which may be appropriate to the Council's strategic approach to Traveller issues and the Gypsy and Traveller Development Plan Document. This will include consideration of how to strengthen the Council's practices on recognising, protecting and facilitating the traditional travelling way of life of Gypsies and Travellers, whilst respecting the interests of the settled community." This action should be actioned by the RES Member Working Group with a deadline of 31 October 2006;
- Action plan - section B.5 (Publishing results): Amend the public launch date to July 2006, not 2007; and
- All references in the Race Equality Scheme to "LDF supplementary guidance" be updated to "Gypsy and Traveller Development Plan Document".

Cabinet **RECOMMENDS TO COUNCIL** that the updated Race Equality Scheme for 2005-2008, including the additions and amendments made by Cabinet, be approved.

Cabinet thanked officers for their hard work preparing the scheme.

Decisions made by Cabinet

4. SUB REGIONAL STRATEGIES FOR CAMBRIDGE SUB REGION: QUALITY OF LIFE

Mr Peter Studdert, Director for Sustainable Communities at Cambridgeshire Horizons, made a presentation to Cabinet, highlighting the amount of local authority work already underway which would be supported and extended by the four Quality of Life Strategies / Studies for the Cambridge Sub-Region. These strategies / studies had status in the Local Development Framework, being referred to in some of its policies, but, due to the time and costs involved, had been circulated widely for stakeholder input rather than being issued for formal public consultation.

The Community Development Portfolio Holder commended the strategies but cautioned about the financial considerations behind all the proposals and asked Cabinet to welcome the documents as a basis for partnership working rather than endorsing them at this stage.

Issues raised by members included:

- The number of organisations proposing to make temporary use of the existing buildings at Oakington Barracks and whether artists could be reminded of facilities at Wysing Arts;
- Whether the Olympic size pool proposed for the University West site would be owned by the University of Cambridge and whether the 25 metre pool proposed for Northstowe could be enlarged, although members noted the possible financial burdens of swimming pools;
- The importance of addressing arts and cultural provision very early on;
- The omission of the Botanic Gardens in the analysis of existing arts and cultural facilities; and
- The additional demands on the transport infrastructure that would be generated by the creation of regional and sub-regional Sports and Arts venues.

Queries were raised about funding, particularly with regard to officers, and Mr Studdert explained that many of the recommendations integral to the work were already underway as part of the regular planning process. Long-term proposals, such as a concert venue, could be submitted to Olympic Lottery bids.

The Conservation, Sustainability and Community Planning Portfolio Holder reported that the Conservation and Design Advisory Group supported the development of the Green Infrastructure Strategy and urged Cabinet to support adoption of the Strategy as Council Policy.

Cabinet **ENDORSED** the Balanced and Mixed Communities: A Good Practice Guide and the Green Infrastructure Strategy, and **WELCOMED** the Major Sports Facilities Strategy and the Arts and Culture Strategy.

Cabinet thanked Mr Studdert for his presentation.

5. STANSTED AIRPORT - CONSULTATION ON APPLICATION (RE: USE OF EXISTING RUNWAY)

Cabinet was asked to respond to consultation on a planning application to Uttlesford District Council submitted by BAA and Stansted Airport Ltd for planning permission to

vary / remove conditions attached to its previous planning permission, allowing greater use of the existing runway. The Environmental Health Portfolio Holder had received on 12 July the Health Impact Assessment: any decision by Cabinet would be subject to his comments once that document had been reviewed.

The Leader drew Members' attention to the effects of air travel on carbon emission targets. The figures of 450ppm and 550ppm in the report referred to atmospheric concentrations of carbon dioxide, not emission rates as the wording seemed to imply. He pointed out that, even if atmospheric carbon dioxide levels were stabilised at 450ppm, the probability of global mean surface temperature (GMST) stabilising at 2 degrees Celsius above pre-industrial levels (the current EC limit for 'acceptable' climate change) was only 50/50, at 550ppm, this probability fell to 18%.

Members noted that the Examination in Public of the Regional Spatial Strategy had deleted suggestions for a new settlement at Great Dunmow, which was seen as a strong argument against development of a second runway. Concerns were expressed about the "honeypot" effect of the number of people who would want to live within commuting distance of Stansted but away from the airport noise. It was noted that the modest projections supplied by BAA for increased housing demand as a result of the expansion, took into account only people directly employed at the Airport, not the wider effect on the sub-regional economy.

Cabinet **AGREED** to respond to Uttlesford District Council in the following terms, subject to the addition of any comments from the Environmental Health Portfolio Holder on the Health Impact Assessment:

- (a) South Cambridgeshire District Council supports the East of England Regional Assembly position that accepts the expansion of the airport up to the full capacity of its existing single runway (Policy ST5) but it does not support a second runway; and
- (b) With regard to the current application, if Uttlesford District Council is minded to approve the application, it should be subject to appropriate conditions and obligations to mitigate the impact of the additional car trips generated.

6. NORTH WEST CAMBRIDGE AREA ACTION PLAN: ISSUES AND OPTIONS

The North West Cambridge Member Reference Group and the Cambridge City Council Environment & Scrutiny Committee already had considered the Issues and Options Report for the North West Cambridge Area Action Plan (AAP). The Planning and Economic Development Portfolio Holder highlighted two key issues: the scale and location of development and its impact on the Green Belt, and transport. The County Council had commissioned a separate transport study which would be a supporting document to the Issues and Options report, to be published for a six-week consultation period starting in September 2006.

Mr Michael Monk, the planning policy consultant engaged on behalf of the Council for the North West Cambridge AAP, advised that the transport study would consider measures for public transport along Madingley Road and Huntingdon Road, which were both subject to congestion which could be made worse as a result of further development. The need for north-facing slip roads from Madingley Road to the M11 was also likely to be assessed. Members also raised the issue of access to the crematorium at Huntingdon Road / A14 although it was noted that this was a matter for the A14 improvements rather than the AAP. The transport study should aid in understanding and assessment of issues, assist in public participation and inform the preparation of Preferred Options. Mr Monk advised that the Issues and Options report would address in more detail that there was scope for innovative energy measures such as small-scale

community-based renewable energy provision, and that the University, having control over much of the development, could ensure a high level of renewable energy generation and a low-carbon development.

Members expressed concern about references to “appropriate” separation between Cambridge and Girton, and it was clarified that the separation would be appropriate to maintain village character and identity. A decision on the final wording was delegated to the Planning and Economic Development Portfolio Holder with advice from officers.

Councillor Dr SA Harangozo asked Cabinet to request that the Sustainable Development Officer prepare a list of sustainability barriers faced at Northstowe and what has been achieved.

Cabinet **AGREED**

- (a) The draft Issues & Options Report, as amended by the recommendations of the Joint Member Reference Group and the changes agreed by Cambridge City Council’s Environment Scrutiny Committee, for public participation;
- (b) The principles for Issues & Options consultation and the list of specific and general consultation bodies, as amended by the recommendations of the Joint Member Reference Group and the changes agreed by Cambridge City Council’s Environment Scrutiny Committee;
- (c) That any editing changes, including any arising from the Sustainability Appraisal / Strategic Environmental Assessment, be delegated to the Planning and Economic Development Portfolio Holder;
- (d) That a technical examination of the Sustainability Appraisal / Strategic Environmental Assessment be included.

Cabinet **NOTED** the North West Cambridge Landscape Study.

7. **REVIEW OF INFORMATION & COMMUNICATIONS TECHNOLOGY (ICT) SECURITY POLICY AND USAGE GUIDELINES**

The revised ICT Security Policy and Usage Guidelines were presented, incorporating changes following the return to an in-house support provision for ICT services. This policy was specific to officers and a separate policy for members would be produced in due course.

The Resources, Staffing, Information & Customer Services Portfolio Holder amended E-mail Policy No. 10 to include a prohibition on using e-mail or the Internet service to send or receive racist material, and E-mail Policy No. 11 to “Avoid responding to unsolicited mail *not relating to the Council’s business*”.

Subject to the incorporation of these amendments, Cabinet **AGREED** the revised Information & Communications Technology (ICT) Security Policy and Usage Guidelines June 2006.

8. **LINTON: EXTRA HOUSING CARE AT FLAXFIELDS**

Cabinet, at its meeting of 14 October 2004, agreed to dispose of fifteen sheltered housing units and a communal facility at Flaxfields, Linton, to Hereward Housing Association on a free of charge basis to enable Hereward to provide a new facility of affordable extra care sheltered units. The scheme was unsuccessful in the 2006/08 National Affordable Housing Programme, but would be re-submitted to the Housing Corporation during its summer 2006 “mini bid round”.

It was hoped that £2 million Social Housing Grant (SHG) could be achieved through the mini bid round, funding the 100% extra care scheme as approved by Cabinet in 2004. The Housing Portfolio Holder explained that, to ensure that a scheme was provided even if the bid round were unsuccessful, officers were proceeding with an alternative option, to provide an extra care scheme of mixed tenure which could be made available without the SHG as long as the land were supplied to Hereward at nil cost. The Executive Director explained that the report considered the capital costs of conversion, and that, while the Primary Care Trust (PCT) had placed the scheme at the top of its priority list for revenue funding, such revenue funding was likely but not guaranteed.

Councillor Mrs EM Heazell reported that both local members, Councillors JD Batchelor and Mrs PM Bear, supported the schemes absolutely, and that an alternative scheme had become necessary because the government had changed the funding scheme after the Council had embarked upon this project.

Cabinet **AGREED** that

- (a) If Option One, to provide a 100% Affordable Housing Extra care scheme consisting of 24 rented units and 17 low-cost home ownership units, could not be achieved because of a lack of capital funds, the land be disposed of to Hereward Housing Association on a free of charge basis for Option Two, to provide an Extra care scheme of mixed tenure, consisting of 11 rented units, 14 low-cost home ownership units and 16 units for outright sale, subject to the Council's costs being met in line with Cabinet's existing decision of 14 October 2004; and
- (b) If Option Two were progressed and funds became available during the construction process because of the release by the Housing Corporation of resources from slippage elsewhere, then Hereward Housing Association amend the tenure mix to move as close to Option One as possible.

9. CONCESSIONARY FARES - PAYMENT OF 'ADDITIONAL COSTS'

The Planning and Economic Development Portfolio Holder explained that the purpose of this report was to agree to reimburse bus operators the 'additional costs' incurred for implementing the concessionary fares scheme. She confirmed that further negotiations would take place on 19 July at the Cambridge Area Bus Development Board, details of which contained commercially sensitive information which could not be discussed at a public meeting. All partners were working in the best interests of the community.

Following concerns about ticket information being unsubstantiated, as it did not include details of residents trying to use bus passes which were no longer accepted, the final sentence of paragraph 6 of the report was amended to refer to "early indicators" rather than "ticket information" from the first couple of months of operation of the scheme.

Cabinet **AGREED** payment of £21,375.83 for the 'additional costs' incurred by Whippet.

10. APPOINTMENTS TO ADVISORY GROUPS, JOINT AND OUTSIDE BODIES

Independent / Labour Group Nominations

Councillor Mrs CAED Murfitt offered to fill the Independent / Labour Group vacancies on the Milton Country Park, Planning Policy, and Waste Management Advisory Groups, subject to the agreement of the other Independent / Labour members.

Milton Country Park Advisory Group

The Community Development Portfolio Holder explained that it was imperative for this body to meet as soon as possible. She asked members to note that she had not been consulted before the Advisory Group Chairman had cancelled the meeting scheduled for

20 July.

It was clarified that vacancies on bodies to which seats had been allocated on a politically proportionate basis could not be transferred to other parties.

Cabinet **AGREED** that appointments to the Milton Country Park Advisory Group be done on a politically proportionate basis, rather than establishing it as an area body, and that its current size of seven members be maintained.

Cabinet **CONFIRMED** the following appointments to Advisory Groups, joint and outside bodies:

Advisory Groups

Community, Arts and Sports

CON RE Barrett, R Hall, RM Matthews, DC McCraith
 IND / LAB NS Davies, vacancy
 LD Mrs PM Bear, Dr SA Harangozo, Mrs HF Kember

Conservation and Design

CON Mrs JM Guest, R Hall, Mrs CA Hunt, RM Matthews, EJ Pateman, RJ Turner, NIC Wright (DCCC Chairman)
 IND / LAB RF Bryant, NN Cathcart, Mrs SJO Doggett, vacancy
 LD Mrs PM Bear, AN Berent, Mrs A Elsby, SGM Kindersley (DCCC Vice-Chairman), JA Quinlan, Dr SEK van de Ven

Housing for Older People

CON 4 vacancies
 IND / LAB RF Bryant, Mrs SJO Doggett
 LD Mrs EM Heazell, Mrs HF Kember, Mrs VM Trueman

Land Drainage

CON EW Bullman, BR Burling, Mrs PS Corney, NIC Wright
 IND / LAB MJ Mason, vacancy
 LD SGM Kindersley, Mrs JE Lockwood, Mrs HM Smith

Member Training

CON RE Barrett, Mrs SM Ellington, Mrs JM Guest
 IND / LAB Mrs SA Hatton
 LD Mrs EM Heazell, JF Williams

Milton Country Park

CON R Hall, PT Johnson, RJ Turner
 IND / LAB Mrs CAED Murfitt, vacancy
 LD Mrs HM Smith, RT Summerfield

Planning Policy Advisory Group

CON RE Barrett, Mrs PS Corney, R Hall, CR Nightingale, NIC Wright (DCCC Chairman)
 IND / LAB RF Bryant, MJ Mason, Mrs CAED Murfitt
 LD Mrs A Elsby, SGM Kindersley (DCCC Vice-Chairman), RB Martlew, JH Stewart

Waste Management Advisory Group

CON RE Barrett, EW Bullman, Mrs SM Ellington, CR Nightingale, EJ

Pateman, Mrs BE Waters
 IND / LAB Mrs SJO Doggett, Mrs CAED Murfitt, NJ Scarr
 LD JP Chatfield, Dr SA Harangozo, Mrs EM Heazell, RT Summerfield

Joint and Outside Bodies

Names in italics have been nominated since the 8 June 2006 meeting of Cabinet.

Cambridgeshire Councils' Association

CON Leader of Council
 IND / LAB *Mrs DP Roberts*
 LD *JD Batchelor*

County Council / Cambridge City / South Cambridgeshire Joint Strategic Forum

CON Leader of Council, Planning and Economic Development Portfolio
 Holder (substitute required)
 IND / LAB Resources, Staffing, Information & Customer Services Portfolio
 Holder (*Mrs DP Roberts as substitute*)
 LD RT Summerfield (*JD Batchelor as substitute*)

South Cambridgeshire Traffic Management Area Joint Committee

CON Leader of Council, Planning and Economic Development Portfolio
 Holder (*DC McCraith as substitute*)
 IND / LAB Resources, Staffing, Information & Customer Services Portfolio
 Holder (*RF Bryant as substitute*)
 LD JD Batchelor, SGM Kindersley (*RT Summerfield as substitute*)

Information Items

11. REVIEW OF THE 2004-07 COMMUNITY STRATEGY FOR SOUTH CAMBS

The Conservation, Sustainability and Community Planning Portfolio Holder congratulated officers for progress made delivering the priority actions in the Community Strategy, and advised that more joined-up thinking between portfolios would be necessary for the 2007-10 Strategy.

The Head of Community Services explained that the Council was well advanced in some areas and must focus on completing the remaining targets and preparing the next strategy. He updated members on the Local Public Service Agreement target relating to increased road safety, which, if maintained would pass the 60% trigger to receive reward grant money. The reward grant would be paid to Cambridgeshire County Council and shared equally amongst all five Local Strategic Partnerships. Should the grant be achieved, he had proposed to the Local Area Agreement (LAA) board that 5-10% be 'top-sliced' to support the officer structure for Community Strategy work. He undertook to bring to Cabinet in September or October a report on progress towards, and possibility of achieving, reward grants.

Concerns about road safety in and between villages were expressed, although it was understood that any improvements were for Cambridgeshire County Council to deliver.

Cabinet **NOTED** the progress made in delivering the priority actions in the Community Strategy 2004-07.

12. RESPONSIVE REPAIRS ACTION PLAN PROGRESS UPDATE

The Housing Portfolio Holder introduced the report, which provided an update of progress made on the 22-point action plan adopted in January 2005 improve the responsive repairs service. She had been critical of the service in the past, but appreciated the work undertaken in the past few months and thanked the previous Portfolio Holder, former Housing and Environmental Services Director, the implementation group and all others involved for their efforts and determination to improve the situation. She expressed her confidence in the people involved in the project and highlighted the improvement in staff morale. Councillor Mrs EM Heazell singled out the Echelon consultancy staff and Matthew Baxter in particular for commendation.

The Executive Director was hopeful that the Direct Labour Organisation (DLO) would break even this year, and confirmed that monitoring of the situation would continue.

Cabinet **NOTED** progress in implementing the responsive repairs action plan to date.

13. EFFICIENCY SAVINGS UPDATE

Cabinet received an update on the main efficiency savings achieved in 2005/06 and the Council's forward-looking Annual Efficiency Statement (AES) for 2006/07, which set out plans for further efficiencies.

The Resources, Staffing, Information & Customer Services Portfolio Holder confirmed that the Council was above target for savings achieved in 2005/06 and projected to be above target for 2006/07. At the same time, the detailed official guidance meant that although further savings had been made by the Direct Labour Organisation and service improvements had been achieved via the fortnightly refuse and recycling collection scheme, unfortunately, these did not count as efficiencies.

He offered his thanks to officers for their work identifying savings and compiling the AES Backward Look and AES Forward Look documents in light of the government changing its guidance every few months.

Cabinet **NOTED** the progress outlined in the report, especially the 2006/07 Annual Efficiency Statement – Forward Look.

14. PROVISIONAL OUTTURN 2005/06

The Resources, Staffing, Information & Customer Services Portfolio Holder commended to Cabinet the actual expenditure figures for 2005/06.

Cabinet **NOTED** the report.

15. QUARTERLY MONITORING REPORT AND PRUDENTIAL INDICATORS, INCLUDING TRANSFORMATION PROJECT COSTS / SAVINGS

The Resources, Staffing, Information & Customer Services Portfolio Holder presented the report on actual income and expenditure against budget, including the three-monthly report on savings arising from the Transformation Project.

Cabinet **NOTED** the projected expenditure position and the monitoring of prudential indicators, and **REFERRED** the report to the next meeting of the Resources, Staffing, Information & Customer Services Portfolio Holder for more detailed consideration.

Standing Items

16. MATTERS REFERRED BY SCRUTINY AND OVERVIEW COMMITTEE

Cabinet **NOTED** that the Scrutiny and Overview Committee would be reviewing on 20 July 2006 the decision not to establish an official Climate Change Advisory Group and replace it with a standing item on the Conservation, Sustainability and Community Planning Portfolio Holder meeting agenda.

17. UPDATES FROM CABINET MEMBERS APPOINTED TO OUTSIDE BODIES

Councillor Mrs DSK Spink reported that Crossroads Cambridgeshire and Huntingdonshire had merged with Peterborough to become West Anglia Crossroads. The merger should help reduce overheads as all staff would be located in the same office.

18. EXCLUSION OF PRESS AND PUBLIC

RESOLVED that the press and public be excluded from the meeting during consideration of the following item in accordance with the provisions of Section 100(A)(4) of the Local Government Act 1972 (as amended) (exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Act).

Confidential Item

19. RENEWAL OF CONTRACT - DEVELOPMENT SERVICES

The Planning and Economic Development Portfolio Holder reminded Cabinet of the financial risk associated with posts funded by Planning Delivery Grant (PDG), but noted that the post was essential for the Council to maintain its performance to justify further PDG.

Cabinet **RECOMMENDS TO COUNCIL** the renewal of the contract for the administrative post (D.6.9) in the Major Developments Team for a further two years, accepting the financial risk arising from the temporary nature of Planning Delivery Grant funding.

**The Meeting ended at 1.15
p.m.**
