

**COUNCILLORS' BULLETIN
4 MAY 2005**

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**South
Cambridgeshire
District Council**

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**COMMITTEE MEETINGS FROM:
9 May to 13 May 2005**

				Contact
Mon 9 May	9.30 am	Special Council: LDF – Final Agreement	Council Chamber	Susan May
Tue 10 May	10 am	Milton Country Park Advisory Group	Swansley Room	Maggie Jennings
	1.30 p.m.	Development and Conservation Control Committee Sub - Committee	Swansley Room	Ian Senior
Wed 11 May	9.30 am	Housing Options Working Group	Swansley Room	Carol Tyrrell
Thu 12 May	10 am	Cabinet	Council Chamber	Maggie Jennings
Fri 13 May	9.30 am	Development and Conservation Control Committee (re-scheduled from 4 May – please note start time!)	Council Chamber	Ian Senior

2004/05 EXPENSE CLAIM DEADLINE NOW PASSED

The deadline for all 2004/05-expense claims was 29 April 2005. Under the current Members' Allowance Scheme, expenses will be paid for the current Council year only. No further travel and subsistence claims for any time prior to 31 March 2005 will be accepted.

2005/06 EXPENSE CLAIM DEADLINES

The following are the deadlines for expense claims for the 2005/06 financial year:

- Friday 13 May 2005 – for payment on 31 May 2005
- Tuesday 14 June 2005 – for payment on 30 June 2005
- Thursday 14 July 2005 – for payment on 29 July 2005
- Friday 12 August 2005 – for payment on 31 August 2005
- Wednesday 14 September 2005 – for payment on 30 September 2005
- Friday 14 October 2005 – for payment on 31 October 2005
- Monday 14 November 2005 – for payment on 30 November 2005
- **Monday 5 December 2005 – for payment on 23 December 2005**
- Friday 13 January 2006 – for payment on 31 January 2006
- Tuesday 14 February 2006 – for payment on 28 February 2006
- Tuesday 14 March 2006 – for payment on 31 March 2006
- Wednesday 12 April 2006 – for payment on 28 April 2006
- Friday 12 May 2006 – for payment on 31 May 2006

Friday 28 April 2006 is the deadline for any travel and subsistence between 1 April 2005 and 31 March 2006. Any claims received from 1 April 2006 to 12 April 2006 will be paid on 28 April 2006. Any claims received from 13 April 2006 to 28 April 2006 will be paid on 31 May 2006.

Claims may be made at any time during the 2005/06 financial year for any qualifying travel and subsistence between 1 April 2005 and 31 March 2006 and will be paid on the next available pay date. The delay between the receipt of claims and the payment allows time for all claims to be verified, mileage rates, taxes and pension contributions (where appropriate) to be calculated and for a BACS transfer to be arranged. A list of approved duties is appended as Schedule 2 to the Members' Allowance Scheme 2005-06 in the Library section of modern.gov or on the Members' Info section of the intranet.

Expense claim forms are available in the Members' Lounge or can be downloaded from the Members' Information section of the Intranet. Please remember to sign and date your expense claim and to print clearly your name and address at the top. All subsistence claims (food, bus fares, etc.) must be accompanied by a receipt.

CONFIDENTIAL WASTE

Members are asked to ensure that any confidential papers, including any confidential emails you may have printed, are disposed of securely. If you do not have facilities to shred or burn, please return the papers to South Cambs Hall and leave them with the caretakers or Democratic Services for shredding.

PAPER SUPPLIES

In the interests of economy, a more detailed record is now being kept of paper usage. Members are consequently asked to request paper supplies from Democratic Services rather than helping themselves directly.

REPRESENTATION ON OUTSIDE BODIES

Annual Council will make any necessary appointments of Council representatives to outside bodies. It is assumed that Councillors, once appointed, will normally remain the representative for the remainder of their term of office on the Council unless the outside body concerned has different requirements.

If you are a representative of the Council on an outside body and do not wish to remain so, please contact Democratic Services as soon as possible and by Friday 13 May 2005.

LETTINGS POLICY

Cabinet will shortly be establishing an Advisory Group tasked with assisting the Housing Portfolio Holder in reviewing the Council's Letting Policy. Any Member interested in serving on this Group should contact Ian Senior, Democratic Services Officer, by Friday 13 May 2005.

CALL IN ARRANGEMENTS

The Chairman of the Scrutiny and Overview Committee or any five other Councillors may call in any executive decision recorded in this bulletin for review. The Democratic Services Manager must be notified of any call in by **Wednesday 11 May 2005 at 5 pm**. All decisions not called in by this date may be implemented on **Thursday 12 May 2005**.

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

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

DECISIONS MADE BY THE CONSERVATION, SUSTAINABILITY AND COMMUNITY PLANNING PORTFOLIO HOLDER

Subject	Decision	Reasons
South Cambs Built Heritage Awards 2005/06	To confirm the launch of the South Cambs Built Heritage Awards 2005/06 and authorise the allocation of appropriate funding from existing budgets to facilitate the promotion, consideration and presentation of the various awards.	1. The South Cambs Built Heritage Scheme has helped promote best practice in the implementation of historic environment conservation and helps promote the Council's commitment to the District's heritage as a key local asset. 2. The District's heritage is under intense pressure in the light of developments in both the agricultural landscape and the new settlements. It is therefore considered to be important to recognise achievements in the conservation of those elements which help define local character and which contribute to making the District an attractive place to

		<p>live and work.</p> <p>3. The operation of the Conservation Awards as an annual scheme, interchanging between the built heritage and natural heritage has therefore been adopted by members.</p> <p>4. Funding is available within the Conservation budget for 2005/06 to support the presentation ceremony and awards.</p>
South Cambs Natural Heritage Awards 2004/05	<p>To confirm those projects that should be recognised for their achievement in the Natural heritage Award categories.</p> <p>To indicate the form of ceremony required and suggest appropriate dates for the presentation in July 2005.</p>	<p>1. The South Cambs Natural Heritage Scheme has helped promote best practice in the implementation of biodiversity and natural heritage conservation and helps promote the Council's commitment to the District's environment as a key local asset.</p> <p>2. The natural heritage of the District is under intense pressure in the light of developments in both the agricultural landscape and the new settlements. It is therefore considered to be important to recognise achievements in the conservation of those elements which help define local character and which contribute to making the District an attractive place to live and work.</p> <p>3. The operation of the Conservation Awards as an annual scheme, interchanging between the built heritage and natural heritage has therefore been adopted by members.</p> <p>4. Funding is available within the Conservation budget for 2005/06 to support the presentation ceremony and awards.</p>
SCDC Biodiversity Strategy – Key Policy Statements	<p>To confirm the presented draft 'policy statements' (see Appendix 1 below) and recommend their adoption as the fundamental basis for Biodiversity Strategy, in order to facilitate the development of the</p>	<p>1. The 6 presented statements were considered and supported by the CAG and encouragement given to consult on the document.</p> <p>2. The 6 statements aim to summarise the underlying</p>

	consultation exercise.	philosophy and purpose of the developing Biodiversity Strategy.
Cambridge Green Belt Project – 2005/06	To confirm SCDC's support for the current work of the Cambridge Green Belt Project (GBP) at £11,000 for 2005/06 and that, subject to resource availability the equivalent level of current funding is sustained into 2006/07.	<ol style="list-style-type: none"> 1. The project is long established and has a track record of successful conservation of the District's natural heritage. 2. The project has been fully supported by the CAG and will continue to make a significant contribution to the preservation of the District's natural heritage, drawing in substantial external funding and facilitating significant project work. 3. The project continues to develop a substantial volunteer base and the relatively modest grant support is therefore considered to be good value for money. 4. Funding is available within the Conservation budget for 2005/06 to support the grant sum for this financial year.
Conservation Areas – Implications of New Best Value Performance Indicators.	To set modest targets for year on year improvements with both up to date character appraisals and management proposals carried out by the existing staff within the Conservation Section, supplemented by additional resources allocated from the Planning Delivery Grant in 2006/07 if appropriate and available.	The programme is achievable from within existing resources and will result in year on year improvements to the BFPI returns, though it will not see 100% targets attained within 5 years.
To consider a historic building grant application from Gamlingay Baptist Church towards the cost of repairs to the external fabric including areas of brickwork, windows and rebuilding chimney stacks at the Baptist Church and British School, Stocks Lane/Honey Hill Gamlingay. The cost of the eligible works is £32,922. The buildings are both Grade II listed and situated within the Conservation Area.	To offer a grant of £10,000 to Gamlingay Baptist Church (G/26/04) towards the cost of repairing the brickwork and windows and rebuilding the chimney stacks of the Chapel and School room using traditional materials and methods in accordance with the approved grant policy.	A grant would meet the aims of the grant policy, encourage the use of local materials, and enhance the appearance of this historic building and conservation area.

Appendix 1:

Extract from report to Conservation Advisory Group & Portfolio Holder 27.04.05

The Biodiversity Strategy will be an integral part of the LDF, establishing both the Council's philosophy and action with respect to biodiversity conservation. This is based upon the identified need to strengthen biodiversity conservation and to produce a suite of specific 'biodiversity policies' to guide both its regulatory, development control responsibilities and its more pro-active initiatives.

The strategy is proposed to be based upon the following underlying policy statements.

Biodiversity Statement 1: <i>Biodiversity Gain</i>	In undertaking its duties and implementing its daily functions the District Council will strive to conserve and further enhance biodiversity, and to contribute towards sustainable development. Biodiversity gain should be seen as the ultimate goal.
Biodiversity Statement 2: <i>Green Space Access</i>	The District Council will endeavour to adopt the English Nature Open Space Standard as a long-term target in addition to the minimum Public Open Space requirement as proposed within the Local Develop Framework for development proposals.
Biodiversity Statement 3: <i>Biodiversity Guidance</i>	The District Council will provide guidance on biodiversity issues within the development control process. The South Cambridgeshire Biodiversity Site Checklist will be used as a planning tool in order to secure high quality applications.
Biodiversity Statement 4: <i>Biodiversity Partnerships</i>	The District Council will actively seek partnership opportunities in order to progress actions contained within National, County and the South Cambridgeshire Biodiversity Action Plans (BAPs).
Biodiversity Statement 5: <i>Biodiversity Action</i>	The District Council will continue to fund the Wildlife Enhancement Scheme at the current funding level in order to: <ol style="list-style-type: none">1) Facilitate the achievement of BAP targets.2) Encourage a diverse range of wildlife enhancement projects, with both private and public bodies.3) Promote the scheme across the whole district.
Biodiversity Statement 6: <i>Biodiversity Promotion</i>	The District Council will use its position to ensure the general positive promotion of biodiversity conservation and the associated benefits that it can bring to an individual's health and community.

DECISION MADE BY THE HOUSING PORTFOLIO HOLDER

Subject	Decision	Reasons
Office of the Deputy Prime Minister Consultation Paper: 'Homebuy – Expanding the opportunity to own'.	Agreed the Council's draft response attached to the report, subject to a few terminological amendments.	
Gershon – Housing Efficiency Savings	Agreed to endorse the savings outlined in the report, relating to partnership working and review of the Direct Labour Organisation.	

Change to Constructionline (a Government organisation) to maintain South Cambridgeshire District Council's Select list of contractors.	Agreed to endorse the proposals referred to in the report, while ensuring that the new structure did not serve to exclude those smaller organisations not registered with Constructionline.
Land to the rear of High Street Barton	Deferred, pending the preparation of a revised report.
Sale of Council land to the rear of 28 Mortlock Gardens, Great Abington	Agreed to offer the land for sale, subject to the valuation, to the owners of 28 Mortlock Gardens for use as garden land only, on condition that the new wall matches the existing one.
Sale of Council land at 12 and 13 Dolls Close, Balsham	Agreed to retain the land in ownership of South Cambridgeshire District Council.

DECISIONS MADE BY OFFICERS AND REPORTED FOR INFORMATION

Conservation Manager

Applicant	Decision and Reasons
Mr A Farrow, Elsworth , Outbuilding, The Old Rectory, The Causeway.	Awarded Historic Building Grant G/29/04 of £1724 (25%) towards the cost of rethatching the rear roof slope in water reed and recoating the front slope in long straw, reredging and rewiring.
Meldreth , 13 North End	£510 grant not paid as work not in accordance with grant conditions.