

**COUNCILLORS' BULLETIN
20 JULY 2005**

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Cambridgeshire
District Council**

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COMMITTEE MEETINGS FROM: 25 July to 29 July 2005				Contact
Mon 25 Jul	10 am	Safety Committee	Swansley Room	Maggie Jennings
Tue 26 Jul	10 am	ICT Advisory Group	Swansley Room	Carol Tyrrell
	2 pm	Planning Policy Advisory Group	Council Chamber	Ian Senior
Wed 27 Jul	10 am	Resources & Staffing Portfolio Holder		Maggie Jennings
Thu 28 Jul	12.30	Group Briefings: • Conservatives • Independents • Liberal Democrats	Swansley Room Monkfield Room Mezzanine	Group Leaders
	1.30 pm	Licensing Committee	Swansley Room	Maggie Jennings
	2 pm	Council	Council Chamber	Susan May
Fri 29 Jul				

NORTHSTOWE PLANNING APPLICATIONS: UPDATE

SCDC will shortly be receiving planning applications from at least one potential applicant.

Gallagher Estates intend to make three planning applications each in duplicate on 22nd July 2005 comprising:

- Outline application for the core area of the New Town.
- Detailed application for the Hattons Road Link and drainage.
- Detailed application for the Hattons Road/A14 junction.

Officers will carry out consultations late July with an extensive number of consultees, including neighbours, Parish Councils, statutory and interested parties, with an extended time for comment of up to 12 weeks. Copies of the application will also be lodged with local libraries, as additional inspection points.

The four local Members, whose wards (Cottenham and Longstanton) the applications fall within, will receive copies, and an additional copy will be placed in the Members' lounge to enable easy member inspection.

The Fairfield Partnership has previously stated that if Gallagher's make a planning application for a new town, they will follow suit. Officers met with their consultants J B Planning Associates Ltd in early June who confirmed that this is still their intention. It is not yet known when they may make any application(s).

Updates will be given in future bulletins.

If there are any queries, please contact the case officer:

Contact: Julie Ayre – Northstowe Project Manager, Ext 3266.

BUSTARDS ON BIKES

South Cambs' flock of 40 cycling Bustards are ready to tackle the London to Cambridge Bike Ride on Sunday 24 July. This is a record number of entries and it looks set to be a terrific event.

On the ground floor of the Cambourne offices a display has been put together explaining that all funds raised will be sent directly to Breakthrough Breast Cancer. This year the team will be riding in the memory of Gerry Lambert who pioneered Cambourne's community work, and who sadly died of breast cancer.

A team form has been put out on the table and councillors are urged to sponsor this years biggest and best ever Bustards on Bikes team.

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 27 July 2005 at 5 pm**. All decisions not called in by this date may be implemented on **Thursday 28 July 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 COMMUNITY DEVELOPMENT PORTFOLIO HOLDER

Subject	Decision	Reasons
Bar Hill Parish Council, Community Facility Grant (CF07/06)	To award a grant of £50,000 to Bar Hill Parish Council to make improvements to the village hall. A grant of £26,000 was allocated towards the project in 1997.	The improvements would benefit all members of the community and provide residents with facilities for future generations to use.

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

Subject	Decision	Reasons
Conservation Area Appraisal for Rampton	To take a report to Cabinet seeking approval of the designation of a Conservation Area at Rampton, together with the approval of the draft appraisal (subject to incorporating the changes outlined in the report presented to the Conservation Advisory Group)	1. The quality of the village and adjacent Scheduled Ancient Monument warrants the establishment of a Conservation Area. 2. The proposed boundaries for the Conservation Area are appropriate.
Conservation Area Appraisal at Oakington incorporating revised boundaries	To take a report to Cabinet seeking approval of the enlargement of the Conservation Area at Oakington, together with the approval of the draft appraisal (subject to incorporating the changes outlined in the report presented to the Conservation Advisory Group)	1. The quality of the archaeology and archaeological potential warrants the proposed enlargement of the Conservation Area. 2. The proposed boundaries for the Conservation Area are appropriate.
Conservation Area Appraisal at Westwick incorporating revised boundaries	To take a report to Cabinet seeking approval of the enlargement of the Conservation Area at Westwick, together with the approval of the draft appraisal (subject to incorporating the changes outlined in the report presented to the Conservation Advisory Group)	1. The quality of the parkland setting together with the archaeology and archaeological potential warrants the proposed enlargement of the Conservation Area. 2. The proposed boundaries for the Conservation Area are appropriate.
Conservation Area Appraisal at Longstanton incorporating revised boundaries	To take a report to Cabinet seeking approval of the enlargement of the Conservation	1. The quality of the archaeology and archaeological potential

	Area at Longstanton, together with the approval of the draft appraisal (subject to incorporating the changes outlined in the report presented to the Conservation Advisory Group)	warrants the proposed enlargement of the Conservation Area. 2. The proposed boundaries for the Conservation Area are appropriate.
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DECISIONS MADE BY THE HOUSING PORTFOLIO HOLDER

Applicant	Decision
Mrs G (Reference W/05/024)	Agreed a transfer to alternative accommodation
Mrs H (Reference E/05/025)	Agreed a transfer to smaller accommodation
Ms D (Reference E/05/026)	Agreed a transfer to alternative accommodation
Mrs W (Reference S/05/039)	Agreed a transfer to alternative accommodation

DECISIONS MADE BY THE PLANNING AND ECONOMIC DEVELOPMENT PORTFOLIO HOLDER

Subject	Decision	Reasons
St Edmundsbury Borough Replacement Local Plan – Omissions Sites Consultation	To make the following representation to St Edmundsbury Borough Council on the replacement St Edmundsbury Borough Replacement Local Plan Omissions Sites Consultation: Support Omission Site Reference Number 034 – Hanchett End, Haverhill – which proposes to allocate Hanchett End for social amenities and residential development – provided that a suitable alternative strategic employment site is allocated as a replacement	The council made representations in March 2003 in support of HAV 3, which allocates Hanchett End, Haverhill as a Strategic Employment Site, as this policy is compatible with the aims of the Cambridge Sub-Region and will assist with balanced growth of the town of Haverhill. The Council has on objection to the loss of the site to other uses provided a suitable alternative site is allocated to retain the employment / residential balance.
Cambridgeshire and Peterborough Minerals and Waste Development Plan – Issues & Options	To agree the Council's response to the County Council's consultation on the issues and options arising from the preparation of the new local development framework for minerals and waste.	The County Council has published for participation the first stage in the preparation of a new Minerals and Waste Local Development Framework. Representations were required to be submitted by 15 July 2005. The key issues for South Cambridgeshire arising from the consultation document are set out in a report available upon request from Democratic Services. These primarily concern (see below):

Cambridgeshire and Peterborough Minerals and Waste Development Plan

Key Issues for South Cambridgeshire primarily concern:

- The lack of a strategy for the provision of Waste Management facilities including site specific allocations ranging from household waste recycling centres (HWRC) to major waste management facilities to serve the Cambridge Area.
- Whether the Minerals & Waste Development Plan should identify sites for waste management in Northstowe and the urban extensions to Cambridge, if determined to be appropriate through the above strategy, to allow them to be tested at public examination rather than for them to remain as areas of search as in the current Waste Local Plan, which would prolong uncertainty regarding provision and delay its achievement.
- Whether sites in the Green Belt should be included in the search.
- The criteria relating to the possible relocation of the Milton Wastewater Treatment Works, which is important for the District, both as it will fundamentally influence the ability to release the site of the current works for housing and other development and also because a replacement site would most likely be within South Cambridgeshire.

DECISIONS MADE BY OFFICERS AND REPORTED FOR INFORMATION

Arts Development Officer

Applicant	Decision and Reasons
AGAL04/06 Music and Art at St Andrews	Awarded an Arts Guarantee Against Loss Grant of £250 towards a concert in St Andrew's Church Histon, entitled 'Rule Britannia' to celebrate Trafalgar Day. This activity offers the local community the opportunity to attend a high quality concert in the village church.

Community Development Officer

Applicant	Decision and Reasons
CD04 Fen Edge Community Association	Awarded Community Development Grant of £1,000 towards the costs of running a three-day family festival from 24 th -26 th June, which offers a range of activities to include the whole community. The festival contributes to a sense of community and develops inclusion in the community.
CD05 Hardwick Action Group	Awarded Community Development Grant of £1,600 to provide outreach workers in Hardwick with the equipment to work with young people to provide advice and information about health and other issues to young people in Hardwick. It will also provide a means for young people to write articles for local publications and to make group presentations, and to provide a means for diversionary activities in a village where petty vandalism occurs.

Ecology Officer

Applicant	Decision and Reasons
Mr Roger Horsford on behalf of Lolworth local community	Awarded a Wildlife Enhancement Scheme Grant of £70 for the purchase of grass rakes for the management of Lolworth Meadow by the local community.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of the Information and Customer Services
Portfolio Holder Meeting held on Monday, 20 June
2005 at 10.00 a.m.

PRESENT: JD Batchelor SGM Kindersley

Officers: Patrick Adams Senior Democratic Services Officer
Greg Harlock Finance and Resources Director
Kelly Quigley Communications Officer

Action

1. APOLOGIES FOR ABSENCE

Apologies were received from JS Ballantyne, S Carroll, S May and S Rayment.

2. MINUTES OF THE MEETING HELD ON 20TH MAY 2005

The minutes of the meeting held on 20th May were agreed as a correct record.

3. MATTERS ARISING FROM THE MEETING HELD ON 20TH MAY 2005

Northstowe Communication Team (minute 3.3)

The membership and terms of reference of this team still need to be provided to JB. KQ stated that there had been a meeting with Cambridgeshire Horizons, the County Council and Gallaghers last week.

Coach for Planning Site Visits (minute 3.5)

The first of the three month trial of using a coach for site visits had been successful.

Freedom of Information Act (minute 3.6)

It was understood that the post of Freedom of Information Officer had been frozen, pending the Government's decision on capping. If necessary the Council would consider a joint post with another authority.

Member Refreshments (minute 9.1)

A ceiling of £3.50 per person on lunches had been implemented.

4. COMMUNICATIONS UPDATE

Photos of the Visit by the Duke of Edinburgh

It was understood that some staff were requesting photos of the visit and KQ agreed to contact Ruth Leyshon regarding this.

KQ

Meeting with Cambridge Evening News

SK reported that he had a positive meeting with the Editor of the Cambridge Evening News who had assured him that the paper did not have an anti-Council agenda. It was noted that the Council would issue a press release to the Cambridge Evening News as soon as the result of the Council's appeal against capping was known.

BFI Report

KQ agreed to contact the Assistant Director (Revenues) and the Benefit

KQ

Manager regarding the timing of the BFI report publication, as a news release would be issued on this.

Northstowe Press Strategy

KQ agreed to liaise with the Communications Manager regarding a possible news release following the submission of an outline planning application for Northstowe from Gallaghers.

KQ

Staff Seminars

It was understood that the results of the staff survey indicated support for staff seminars and included a recommendation that they be compulsory for all top three tiers of staff. HR were examining this suggestion.

Manning Publishers

It was understood that Manning publishers were in the process of paying back the money they owed the Council. KQ agreed to contact the Accountancy section and report the latest situation to the next meeting. It was noted that the financial figures for the first quarter would be reported at the next meeting.

KQ

The Communications Team were praised for the excellent work they had carried out in recent weeks, despite staff absence due to annual leave.

5. DRAFT FORWARD PROGRAMME

The Draft Forward Programme was noted.

6. MEMBERS' TRAVEL EXPENSES

JB resolved that the Members' Mileage Allowance should be reduced from 52.7p to 40p a mile. It was understood that ultimately this was a decision for Council and the Adjudication Panel would also have to be informed. PA agreed to ensure that the Panel were informed of JB's decision.

PA

7. OPPORTUNITY FOR COST SAVINGS

Members' Diaries

JB stated that these were not essential and could be dispensed with.

Postage

SK expressed his frustration at the amount of paperwork posted to him when an e-mail would have sufficed. It was suggested that officers should be made aware that non-urgent paperwork could be put in the members' pigeon holes, to be posted every Friday.

Courses

It was understood that residential training courses had been limited to one a year for portfolio holders and the number of members being sent to the LGA had also been reduced. It was decided that no obvious savings could be made from this budget.

Members' Allowances

It was noted that attendance allowances had been abolished under the new political structures and could not be reintroduced.

Civic Expenditure Allowance

JB stated that this was not essential and could be dispensed with.

Meetings

SK reported that the Aerodrome was responsible for the administering of the Little Gransden Aerodrome Committee. PA agreed to check this with Planning. PA

It was recommended that Management Team examine the possibility of withdrawing the service provided by democratic services for all portfolio holder meetings, which amounted to a reduction of just over 40 meetings a year. It was estimated that this could allow the Council to reduce democratic services by one member of staff.

ICT

Concern was expressed that phase 1 had not delivered the expected staff savings and there might be no direct staff savings following phase 2. However, JB stated that efficiency savings were inevitable and it was a management issue on how the Council would benefit from these savings.

SK stated that the restructuring recommended in the Price Waterhouse Cooper report should be carried out. JB decided that it would be false economy not to implement phase 2.

Street Naming

Concern was expressed at the inefficiencies in the system and the amount of time it could take to process a street name. It was suggested that the service could be carried out by the Contact Centre.

8. ANY OTHER BUSINESS

Shutdown of Computer System Due the Failure of the Air Conditioning

GH explained that the main air conditioning unit and two out of the three support units had failed and this had resulted in the shutting down of the IT system. JB stated that he had been informed by SERCO at 8:45pm on Sunday that the system was still online. GH agreed to investigate this and ascertain where SERCO's contact centre was.

It was understood that a letter would be written to Development Securities this week requesting that they fix the air conditioning system. It was hoped that the Head of Legal Services would be able to report on the contractual position of the Council. It was noted that the Resources and Staffing portfolio holder was responsible for the running of the building.

9. DATE OF NEXT MEETING

Monday 18th July at 10.00 a.m.

The meeting ended at 11.30 a.m.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the South Cambridgeshire
Crime and Disorder Reduction Partnership held on
Monday, 27 June 2005 at 10.00 a.m.

PRESENT:

Ms S Carter	Cambridgeshire County Council
M Chalmers	South Cambridgeshire District Council
Ms T Edwards	Divisional Fire Officer, Cambridgeshire Fire
P Kilby	South Cambridgeshire District Council
S McIntosh	Cambridgeshire Police
D Moore	South Cambridgeshire District Council
Ms N Morton	Cambridgeshire County Council
Cllr Mrs L Oliver	Assistant Director, Health Improvement, PCT
Ms I O'Meara	Cambridgeshire Police Authority
Mrs EA Sim	Cambridgeshire Fire
A Tucker	Cambridgeshire County Council
Ms G Webb	

Action

1. ELECTION OF CHAIRMAN

- 1.1 Linda Oliver proposed and Inger O'Meara seconded Jane Healey as Chairman. As there were no further nominations, Jane Healey was duly elected as Chairman for the forthcoming year.

2. ELECTION OF VICE-CHAIRMAN

- 2.1 It was proposed by Jane Healey, seconded by Liz Sim and there being no further nominations, Linda Oliver was duly elected as Vice-Chairman of the Committee.

3. APOLOGIES FOR ABSENCE

- 3.1 Apologies for absence were received from John Ballantyne, Vickie Crompton, Matthew Rider and Cllr Deborah Roberts.

4. MINUTES OF LAST MEETING

- 4.1 The Minutes of the meeting held on 14 March 2005 were agreed as a correct record.

5. MATTERS ARISING

- 5.1 Minute 3.1 – pensions re fixed term contracts – SMc confirmed that HR had reviewed the policy relating to pension enhancement for older employees on short-term contracts.
- 5.2 Minute 5.2 – Logo on Police vehicles – NM informed the Group that designs for a suitable logo were being drafted and it was hoped that the 'Crime and Disorder Reduction Partnership' wording could be incorporated into the design. The options available would be taken to the Officer Support Group (OSG) meeting, followed by this meeting.

6. PROLIFIC AND OTHER PRIORITY OFFENDERS (PPO) UPDATE - DICK MOORE

6.1 Prior to presenting his update, Dick introduced Raquel Gozalo, the newly appointed PPO co-ordinator.

6.2 The Strategy for the implementation of the Persistent and Priority Offender Strategy in Southern Cambridgeshire, together with a paper copy of a slide presentation were distributed to the meeting.

6.3 It was a government requirement that CDRP organisations accepted responsibility for the successful implementation of a PPO Strategy and in South Cambridgeshire the Youth Offending Service and Probation Service had worked in conjunction with the Police to prepare a strategy. The aim of the strategy was to reduce crime over the next three years, and in particular to achieve 925 less crimes in South Cambridgeshire. It was expected that there would be a significant impact upon the incidence of Anti-Social Behaviour, particularly in rural areas. The reduction in crime would be achieved by using the following methods:

- Prevent and Deter – to stop people (mainly young) engaging in offending behaviours and graduating into prolific offenders
- Catch and Convict – actively tackling those who are already prolific offenders; and
- Resettle and Rehabilitate – working with identified prolific offenders to stop their offending by offering a range of supportive interventions. Offenders will be offered the opportunity for rehabilitation or face the courts.

6.4 A scoring system aligned with CDRP priorities had been devised, eg if burglary was a high priority, an offender would get a high score. Additional points would be added to an overall score if the offender committed further crimes.

6.5 As a result of discussion the following points were raised:

- Was support given to offenders?
- How flexible was the point system?
- Can the number of clients in respect of 'Catch and Convict' be increased from 13 to the Home Office requirement of 15?
- Can the CDRP have regular updates?

6.6 The following responses were made:

- ASBO Working Groups had been formed and a drug intervention programme formulated
- If CDRP priorities changed, the scoring system would reflect those changes
- Before increasing the number of clients, the correct course of interventions required actioning. Of the 13 clients, a large number were on the re-habilitation programme
- Updates would be presented to each CDRP meeting

6.7 An Executive Board had been formed comprising senior managers and Raquel would be reporting quarterly statistics to the Board meetings. A volunteer from the Partnership to attend those meetings was requested

and Linda Oliver offered her services.

- 6.8 Concern was then expressed that village youth clubs were failing, mainly because of lack of volunteers to lead the groups due to the liability aspect and could the Partnership help? In response, the meeting was informed that Youth Patch Managers had been employed to work with Youth Clubs; funding had also been made available to Histon and Impington Youth Club to enable it to re-open.
- 6.9 It was also noted that problems occurred in transporting youths to the clubs, in particular to Swavesey Village College as it covered a wide catchment area. Insurance costs for the clubs could also be high. In the past buses had called at each village and detached youth workers had been given £2,000 towards operational costs of running the clubs.
- 6.10 In conclusion, it was **AGREED** that officers should discuss the approach to take on this matter, taking into account the problems highlight above and report to the next CDRP meeting with a view to requesting the LSP Board to consider granting resources in order to alleviate the problems. Mark Peck, Youth Service Area Manager and Tricia Pope, Community Services Manager, SCDC, would be invited to the next meeting.

7. POOLED FUND - NICOLE MORTON

- 7.1 The Partnership group noted that the uncommitted balance for the year 2004/05 at 31 March 2005 was £14,212.25 and the uncommitted balance, which included Partnership contributions as at 17 June 2005 for the year 2005/06, was £32,312.25.

8. ASB CASEWORKER POST - TARA EDWARDS

- 8.1 The Partnership having considered the covering report and in particular noting the achievements reached whilst the officer had been in post and having the support of both the Lead Officer Group and Officer Support Group,

AGREED that

- (i) the Partnership be committed to the continuation of the Anti Social Behaviour Caseworker and mainstream the funding by using the pooled fund to fund the post in 2006/07, and
- (ii) options be explored for future funding for consideration by the Partnership at its December 2005 meeting.

9. APPLICATION BURNING INSIDE - ANDY TUCKER

- 9.1 Andy Tucker informed the meeting that the application for the 'Burning Inside' project was to target 10-11 year olds at Linton, Cottenham, Swavesey and Bassingbourn Village Colleges and aimed to raise the awareness of the risks and consequences of arson. A theatre group would be used, with the performance delivered by professional actors using interactive methods, together with a discussion forum with the students.

- 9.2 The Partnership, having noted the support of the Lead Officer Group,
APPROVED the sum of £2,800 to the Cambridgeshire Fire and Rescue Service from the Pooled Fund in order that the project 'Burning Inside' could proceed in the Linton, Cottenham, Swavesey and Bassingbourn Village Colleges.

10. STRATEGY LAUNCH - TARA EDWARDS

- 10.1 Tara Edwards reported that it was anticipated that the Community Safety Strategy 2005-08 would be launched at the Community Safety Event. In addition to the launch of the Strategy, other issues would be raised at the event and would include:

- the launch of the Anti-social Behaviour Strategy
- Overview of CDRP 2005-08 Strategy, including priorities
- deliver workshops/training opportunities that the organisations can take back to their communities
- present displays and information from relevant local agencies

- 10.2 The event, hosted by Marshalls of Cambridge had been held annually for the previous three years with all Parish Councils, elected Members and voluntary groups invited. Confirmation of suitable dates in September for the event were awaited from Marshalls.

- 10.3 In order to attract additional participants to the event, particularly Parish Councils, it was felt that the publicity should be more eye-catching than in previous years. Linda Oliver and Liz Sim offered to help in the creation of publicity for the event. **NM to send for comment**

11. CDRP REVIEW - GEMMA WEBB

- 11.1 The Partnership, having considered the proposed Terms of Reference for a local review of Crime and Disorder Reduction Partnerships and the Cambridgeshire and Peterborough Community Safety Strategic Group, agreed the terms of reference subject to the inclusion of the following at paragraph 2:

'This project review is not intended to be about merger'

- 11.2 Gemma would re-word the document to take into account the above proposal. **GW to action**

12. COMMUNITY COHESION - SIMON MCINTOSH

- 12.1 An update on recent events was given by Simon McIntosh:

- (i) Travellers History – A theatre production had recently been held in Girton with a mixed audience of City and District Councillors and Travellers. Discussion had followed on issues raised as a result of the production.
- (ii) Cultural Awareness Training – A successful training session was held for South Cambs officers last month.
- (iii) Village meetings – small meetings had been held at Cottenham, Histon and Rampton with Travellers and it was anticipated that additional ones would be held in July.
- (iv) Needs Surveys of Travellers were being conducted in South

Cambs and surrounding areas. The results would be available in September in order to give a clear view of the future needs for Travellers and identify any shortfall in land provision. Early indications had however revealed an imbalance of land provision in Cambridgeshire, Essex, Surrey and Kent.

- (v) Planning update – The Office of the Deputy Prime Minister had dismissed an appeal by unauthorised Travellers at Pine View, Cottenham and given them until 11 June 2005 to vacate the site. As the Travellers had not complied with the decision, the Council had discussed remedial measures including injunctive action. It was noted that there were a number of empty pitches on the site at Smithy Fen, however these were owned by other members of the travelling community.

13. QUARTERLY CRIME REPORT - MARK CHALMERS

13.1 Mark Chalmers, in presenting his report, informed the Partnership that there was still some outstanding information to be processed for the final quarter crime report for April 2004 to March 2005. However, the target to reduce the BCS Comparator Crime (PSA1) by 12.5% was likely to be met.

13.2 As a result of discussion the following issues were raised:

- Dwelling burglaries had decreased in Cottenham, Shelford and Sawston
- Distraction burglary was still high in Histon and Impington
- Vehicle crime was below target, however there had been an increase in mopeds and bikes being stolen in Bar Hill. Two offenders had subsequently been apprehended and that particular crime had ceased
- Concern was expressed about Raves, particular in the Fulbourn area in recent years. This year however with the co-operation of the Fire, local planning and licensing officers the rave was stopped
- CDRP funding had been used to improve the property of vulnerable people
- The need to target occupiers of sheltered accommodation regarding safeguarding their property

13.3 In conclusion, the Partnership noted the contents of the April 2004 to March 2005 Quarterly Report.

14. ANY OTHER BUSINESS

14.1 It was requested and agreed that the meeting scheduled for 13 March 2006 be brought forward to 20 February in order to consider funding issues and government priorities. The dates for future meetings will therefore be:

- 26 September 2005 at 10am
- 19 December 2005 at 10am
- 20 February 2006 at 10am

The meeting ended at 12.00 p.m.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

At a meeting of the Cabinet held on
Thursday, 14 July 2005

PRESENT: Councillor SGM Kindersley (Leader of Council)
Councillor RT Summerfield (Deputy Leader of Council and Resources & Staffing
Portfolio Holder)

Councillors: Dr DR Bard Planning & Economic Development Portfolio Holder
JD Batchelor Information & Customer Services Portfolio Holder
Mrs JM Healey Conservation, Sustainability & Community Planning
Portfolio Holder
Mrs EM Heazell Housing Portfolio Holder
Mrs DP Roberts Community Development Portfolio Holder
Mrs DSK Spink MBE Environmental Health Portfolio Holder

Councillors RF Bryant, SM Edwards, R Hall, Mrs SA Hatton, MP Howell, Mrs HF Kember,
MJ Mason, Mrs CAED Murfitt, J Shepperson, Mrs GJ Smith, JH Stewart and Dr SEK van de Ven
were in attendance, by invitation.

Procedural Items

1. MINUTES OF PREVIOUS MEETINGS

The Leader was authorised to sign the Minutes of the meeting held on 9 June 2005 as a
correct record, subject to the following amendment:

IT COMMS ROOM AIR CONDITIONING (Minute 11)

The second resolution under point (b) was a recommendation to Council and so should
read:

Cabinet

RECOMMENDED TO COUNCIL

That the use of capital reserves for funding this expenditure be authorised in case this
should prove necessary.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

Recommendations to Council

3. REDUCTION IN MEMBER MILEAGE RATE

The Information and Customer Services Portfolio Holder proposed recommending to
Council that the Member mileage rate be reduced from 52.7p per mile to 40p per mile. It
was understood that the Inland Revenue recommended 40p per mile and taxed payment
above that rate. Cambridgeshire County Council's rate was currently 40p per mile. It was

noted that employee mileage rates would remain unaffected by this change.

It was understood that these proposals would be likely to save £7-8,000 a year. In response to suggestions that this was an insignificant amount, Councillor Batchelor stated that this proposal was part of a larger effort to reduce the Democratic Services budget, an effort that included the reduction in the cost of Members' lunches and the restriction of the number of ink cartridges Members could receive a year.

It was suggested that Cabinet should have received a full report on this issue. With a single vote against, Cabinet

RECOMMENDED TO COUNCIL

that the Member mileage rate be reduced from 52.7p per mile to 40p per mile.

4. COUNCIL TAX CAPPING

The Finance and Resources Director introduced this report advising Members of the latest developments on the proposed capping of the Council Tax for 2005/06 and seeking approval for additional expenditure. He explained that the Judge would be hearing the Council's judicial review application on 18 July. It was understood that an interim stay of the Order being debated in Parliament on 20 July had not been permitted; it was assumed that this was to allow the Government's Counsel to put their case before a decision was made. The Assistant Solicitor explained that this was usual legal procedure and did not prejudice the review process. It was understood that although administrative courts closed for the summer, the Judge would ensure that a court would be kept open to hear the review should it be necessary.

The Finance and Resources Director warned that, if capped, the Council would have 21 days to send out the revised Council tax bills and it was for this reason that the report asked Cabinet to approve the ordering of rebilling software. It was agreed that the words "if necessary" be added to the recommendation. If the capping decision was then overturned on judicial review, it would prove necessary to re-send the bills for a second time.

In response to concerns about the strength of the Council's legal case, the Leader replied that the Council had 5 different legal points on which to base its argument and Counsel had advised that the authority had a sound case.

Concerns were expressed at possible spiralling legal costs for no actual gain. It was understood that the Council's position would be clearer after the hearing on 18 July and that Cabinet could reconsider the Council's position at its next meeting on 21 July.

Cabinet

RECOMMENDED TO COUNCIL

That approval is given for expenditure outside the budgetary framework of up to £175,000 (£100,000 to meet the cost of the judicial review and £75,000 to meet the cost of rebilling).

Cabinet

AUTHORISED

the ordering of the Council Tax rebilling software with immediate effect if necessary.

5. BEST VALUE REVIEW OF WASTE MANAGEMENT, RECYCLING AND STREET CLEANING

Cabinet considered the recommendations of the Best Value Review of Waste Management, Recycling and Street Cleaning and agreed that any decision on whether to fund the recommendations of the review should be deferred until it was known if the Council had been capped.

Cabinet

AGREED to

- a) Note the contents of this wide-ranging Best Value Review;
- b) Accept the action plan (Appendix D of the review) as being a robust plan of action that in many cases will involve subsequent reports to Members with more detail before implementation;
- c) Note the outcome of the RSM Robson Rhodes phase 2 report, **Appendix C in the Review document**.

Cabinet

DEFERRED the decision on funding a full options appraisal of the various externalisation models, including in house bids, until after the Council's appeal against capping is known.

6. PROCUREMENT OPTIONS FOR THE CONTRACT FOR THE KERBSIDE COLLECTION OF RECYCLABLES

The Environmental Health Portfolio Holder presented this report on the future contractual arrangements for the Kerbside collection of dry recyclables. It was noted that the report's recommendations had the support of the Waste Management Advisory Group and additional cost pressures were inevitable from October 2005. It was understood that the kerbside collection of textiles would discontinue, due to storage problems on the collection vehicles, contamination and possible effects on charity and other voluntary sector collections. The location of the District's textile collection banks would be publicised.

The Chief Environmental Health Officer explained that split body vehicles had been used in other authorities but the design had to be carefully chosen, as their flexibility to deal with the varying volumes of the different materials was limited, leading to inefficient loading. The contractors would decide these matters, as they would know the practicalities. Although there were no immediate plans for a joint contract with other authorities, this could still happen in the future. Councillor Mrs Spink stated that the Council's collection costs compared favourably to other authorities nearby.

It was understood that going out to tender would be costly and the size of the contract might not be conducive to competition, as was the case in 2000. Additionally, a shadow bid by Robson Rhodes indicated that the service being offered by Cleanaway was competitive. It was understood that where individual collection problems arose they were being actively dealt with in co-operation with Cleanaway.

The Chief Environmental Health Officer explained that it appeared it would be cheaper for the Council to provide the collection vehicles, instead of Cleanaway, but the exact method of financing was a matter for the Council and this could involve contract hire rather than outright purchase.

The Chief Environmental Health Officer explained that Cleanaway had tendered too low for the original contract, which had led to a large saving for the Council. It was understood that the recommended capital expenditure could be met by the General Fund but this could prevent expenditure on other projects. Due to the current uncertainty it was agreed to defer the recommendation (d) regarding the financing detail of the budget increase, until the Cabinet meeting on 21 July when the situation with regard to the projections for Capital Receipts and the review of the medium term financial strategy would be better known. It was understood that a recommendation on the financing could still go to the next Council meeting on 28 July.

Cabinet

AGREED to

- a) A 5-year extension of the current Kerbside Collection Contract (not including textiles) with the Council providing the vehicles, thereby saving on the costs of tendering; and
- b) Delegate to the portfolio holder for environmental health and the Chief Environmental Health Officer authority to negotiate with Cleanaway on obtaining "best price"; and
- c) Note the likely increase in the budget requirement for the service as included in the financial implications.

Cabinet

DEFERRED a decision on whether to recommend to Council supplementary budget estimate approval for 05/06 of £64,750 plus the notional capital charges and the amendment of the Capital Programme to allow for the purchase of the vehicles at an estimated total price in 05/06 of £431,200.

7. PLANNING DELIVERY GRANT 2005/06

The Planning and Economic Development Portfolio Holder, presenting this report on how the Planning Delivery Grant for 2005/06 could be used, explained that the funds were ring-fenced for development control expenditure, but could be used to supplement General Fund expenditure. Approximately £168,000 was available for this purpose and it was proposed that the focus be community development issues. It was noted that 25% had to be on capital expenditure. In response to questioning, Councillor Bard stated that it might be possible to improve the visual aids used in Development and Conservation Control Committee using existing equipment.

The Development Services Director agreed to determine the number of digital cameras required by the Council as it was unclear from the report.

Cabinet

AGREED the following expenditure:

- a) £85,664 on IT projects agreed at the time of authorising the Planning Delivery Grant for 2003/04 and 2004/05.
- b) £132,000 to fund four Planning Assistants, one in each Area Team.
- c) £5,000 on Development Control Design Training.

- d) £37,560 for the creation of Senior Officer (Majors) post to examine case work for major applications and to establish a Best Practice Guide.
- e) £13,000 to take independent highways engineering advice.
- f) £13,020 on IT development, "Plotting and Data Capture".
- g) £6,370 for on line submission of planning applications
- h) £2,000 for digital cameras
- i) £26,400 to support a Technician in the Local Plans Team
- j) £45,600 for Major Development Team post D.7.8
- k) £25,040 for Major Development Team post D.6.9
- l) £43,000 for Major Development Team post D.7.10
- m) £15,000 part-time Technician to support Landscape Design Officer
- n) £5,000 towards a Habitat Survey

Total Expenditure: approximately **£454,654**

Amount Available **£624,238**

Estimated balance available at end of 2005/06, approximately **£168,584**

It was agreed that the relevant Directors and Portfolio holders should discuss the viring of funds to the Community Development budget.

Cabinet **AGREED** that the Development Services Director work closely in liaison with the Planning and Economic Development Portfolio Holder as well as Chairman of the Development and Conservation Control Committee and if necessary report back, on an interim basis, to Cabinet before Christmas.

8. NORTH WEST CAMBRIDGE AREA ACTION PLAN

Councillor Bard presented this report, which recommended that the South Cambridgeshire Local Development Scheme be revised to bring forward the preparation of the North West Cambridge Area Action Plan (AAP) and for this to be a joint AAP with Cambridge City Council. He explained that this was necessary to ensure a plan-led approach to the planning of this sensitive area and for the Councils to be in a position to respond properly to planning applications in this area which are likely to come forward earlier than had been anticipated.

Councillor Mrs JM Healey, as local member for Girton, voiced her and Girton Parish Council's disappointment with the proposed plan to build on the Green Belt, which threatened Girton's identity as a separate village. She stated that the residents of Girton had been led to believe that Cambridge University intended to build a campus on the Green Belt site and the change in their plans to that of an urban extension had been carried out without proper consultation. Councillor MJ Mason, local member for Histon and Impington, expressed concern about the effect on the sub-region's infrastructure should this expansion go ahead.

The Leader stated that he had invited the Vice-Chancellor of the University to a meeting of Cabinet to discuss how communication could be improved between the two organisations.

The report's recommendations were supported as it would ensure that the Council was able to guide development of the North West Cambridge area.

Cabinet

AGREED that

- a) An amendment be made to the Local Development Scheme in respect of the North West Cambridge Area Action Plan, that:
 - (i) It be prepared jointly with Cambridge City Council, and
 - (ii) The start date for work on the AAP be brought forward to Autumn 2005, the precise timetable to be delegated to the Planning Portfolio Holder
- b) Consultants be appointed for a period of 1 year to undertake early stages in the preparation of the AAP, subject to appropriate consultants being identified and to suitable funding being made available from Cambridgeshire Horizons, any such arrangements being delegated to the Planning Portfolio Holder.

9. CONSULTATION FRAMEWORK CONTRACT

This item was withdrawn before the meeting.

10. LOCAL PUBLIC SERVICE AGREEMENT FOR CAMBRIDGESHIRE

Cabinet was updated on the progress made on the Local Public Service Agreement (LPSA) for Cambridge and considered the approach being taken.

Concerns were raised regarding the Council's capacity to achieve the LPSA targets, especially regarding the financial uncertainty facing the Council.

Cabinet

AGREED

- a) To note the contents of this report;
- b) To request that Directors and appropriate service managers clarify the contribution that services should make to achieve appropriate LPSA targets;
- c) To take LPSA targets into account in resource allocation in relation to the 2006/07 budget.

RECOMMENDED TO COUNCIL

To give delegated authority to the Chief Executive and the Leader of the Council to sign the Partnership Agreement, having consulted relevant portfolio holders, if it is not practically possible to refer the matter to Cabinet and/or Council for approval.

11. APPOINTMENTS TO ADVISORY GROUPS

Cabinet

AGREED to appoint Councillor JA Hockney to the ICT Advisory Group.

Information Items

12. BENEFIT FRAUD INSPECTORATE (BFI) REPORT ON THE COUNCIL'S COUNTER FRAUD SERVICE

The Resources and Staffing Portfolio Holder advised Cabinet of the publication of the report on the Council's Counter Fraud Service by the Government's Benefit Fraud Inspectorate (BFI) and of progress made in respect of recommendations made by the Inspectorate.

Cabinet **NOTED** the report.

13. TRAVELLERS COSTS - QUARTERLY UPDATE

Cabinet considered the quarterly report on expenditure to date in connection with Travellers, for the financial year 2005/06. The Finance and Resources Director agreed to provide a breakdown of the solicitors' costs, which was £165,057 in 2004/05, and send to all Cabinet members.

Cabinet **NOTED** the report.

14. QUARTERLY MONITORING REPORT AND PRUDENTIAL INDICATORS

Cabinet **NOTED** the report on actual income and expenditure against budget, for the General Fund, Housing Revenue Account and Capital Programme in relation to the 2005/06 financial year and monitoring the indicators under the Prudential Code for Capital Finance in Local Authorities.

15. PROVISIONAL OUTTURN 2004-05

Cabinet **NOTED** the report on the actual expenditure figures for 2004/05 and how they compared to the original estimates when the Council Tax and rents were set and to the revised estimates.

It was understood that the uncertainty caused by the possible capping of the authority had led to an underspend for 2004/05.

Standing Items

16. MATTERS REFERRED BY SCRUTINY AND OVERVIEW COMMITTEE
None.

17. UPDATES FROM CABINET MEMBERS APPOINTED TO OUTSIDE BODIES

Councillor Mrs DSK Spink reported that Crossroads (South and East Cambs Branch) had merged with another branch and was now a bigger organisation. This did not affect

the Council's representation on this body.

Councillor Mrs DP Roberts reported that she hoped to be able to speak to Yvette Cooper, Minister for Housing and Planning, at the forthcoming local government meeting on 15 September. Ms Cooper had been called away at short notice from the recent LGA Conference.

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 (exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A of the Act).

19. SHIRE HOMES MANAGEMENT TEAM RE-ORGANISATION

Cabinet's approval was sought for the proposed reorganisation of Shire Homes' Management Team.

In response to questioning, the Housing and Environmental Services Director assured Cabinet that these proposals would complement the forthcoming Front/Back office split. Cabinet

AGREED

- a) To support in principle the reorganisation of the management of the Housing Service, reducing the management team from eight posts to six, including the deletion of the Head of Shire Homes post.
- b) To support the principle that all posts in the new structure be appointed on merit within agreed HR policy guidance.
- c) That detailed process, assimilation and redundancy issues be delegated to the Director of Housing and Environmental Services with HR advice, in consultation with the Chief Executive, and Housing and Resources & Staffing Portfolio Holders as appropriate.
- d) That formal consultation on the reorganisation proposals commences immediately with staff and trade unions.

**The Meeting ended at 12.00
p.m.**
