

**COUNCILLORS' BULLETIN
28 SEPTEMBER 2005**

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Cambridgeshire
District Council**

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**COMMITTEE MEETINGS FROM:
3 October to 7 October 2005**

				Contact
Mon 3 Oct	10 am	Site Visits		Janice Fisher
	10 am	Licensing – George, Babraham	Mezzanine	Katrina Perry
	2 pm	Licensing – Red Lion, Grantchester	Mezzanine	Katrina Perry
Tue 4 Oct	10 am	e-gov Programme Board	Swansley Room	Carol Tyrrell
	10 am	Licensing – Dolphin, Melbourn	Mezzanine	Katrina Perry
	2 pm	Licensing – Plough, Duxford	Mezzanine	Katrina Perry
Wed 5 Oct	10 am	Development and Conservation Control Committee	Council Chamber	Ian Senior
	10 am	Licensing – Rose & Crown, Histon	Mezzanine	Katrina Perry
	2 pm	Licensing – Fowlmere Sports & Social	Mezzanine	Katrina Perry
Thu 6 Oct	10 am	Licensing – Traveller's Rest, Chittering	Mezzanine	Katrina Perry
	2 pm	Licensing – Pear Tree, Bassingbourn	Mezzanine	Katrina Perry
Fri 7 Oct	10 am	Licensing – White Lion, Sawston	Mezzanine	Katrina Perry

SOUTH CAMBS DEBATING COMPETITION FOR YOUNG PEOPLE - 2005/6

Now in its fourth year, preparations are well underway for the 2005/06 young people's debating competition.

Traditionally, the first and second rounds are judged by officers and the semi-final and final are judged by Councillors. I am therefore seeking volunteers to judge the final rounds, which are due to take place on Monday 13 February (6-9.30pm) and Monday 13 March (6-8pm) respectively.

We need three Councillors to judge both the semi-final and the final - guidance will be provided on how points should be awarded.

For further information please speak to Melanie Baker (email: melanie.baker@scams.gov.uk or 01954 713354) or check the SCDC website:

<http://www.scams.gov.uk/LeisureandCulture/Youngpeoplesactivities/cddebate.htm>. We are also featured on the BBC Radio Cambridgeshire website:

http://www.bbc.co.uk/cambridgeshire/content/articles/2005/09/15/debate_feature.shtml

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 5 October 2005 at 5 pm**. All decisions not called in by this date may be implemented on **Thursday 6 October 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.

DECISION MADE BY THE RESOURCES AND STAFFING PORTFOLIO HOLDER

Subject	Decision	Reasons
Revised Redundancy Policy	It was AGREED to approve the revised redundancy policy	The revised policy has been changed to reflect changes in the employment law.

DECISIONS MADE BY OFFICERS AND REPORTED FOR INFORMATION

Conservation Manager

Applicant	Decision and Reasons
Barrington Parish Council	Awarded a grant of £720 from the Wildlife Enhancement Scheme (2005/06) to assist with the de-silting and restoration of the pond which is a significant feature within Barrington village green.

Arts Development Officer

Applicant	Decision and Reasons
Thriplow Amateur Dramatic Society (TADS) AC03/06	Awarded an Arts Capital Grant Aid of £700 towards the purchase of a digital piano to be housed in Thriplow Village Hall. TADS productions offer social evenings in the community of Thriplow, for both performers and audiences. The Society has a policy to keep tickets affordable to all sections of the community. The purchase of a digital piano will offer new opportunities artistically for TADS and may be used by other groups in the community. Purchase of a digital piano will also give the village the opportunity to programme a wider range of professional productions through the Arts in Cambs on Tour scheme.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of the Information and Customer Services
Portfolio Holder Meeting held on Monday, 12
September 2005 at 10.00 a.m.

PRESENT: JD Batchelor SGM Kindersley

Officers: John Ballantyne Chief Executive
Greg Harlock Finance and Resources Director
Susan May Democratic Services Manager
Kelly Quigley Communications Officer

Action

1. APOLOGIES FOR ABSENCE

Apologies were received from S Carroll.

2. MINUTES OF MEETING OF 28 JULY 2005

The minutes of the meeting held on 28 July 2005 were confirmed as a correct record.

3. MATTERS ARISING FROM MINUTES OF 28 JULY 2005

Members' Courses (Minute 3.1)

The exclusion of conferences from the Member training budget should be included in the savings proposals

JDB

Members' Travel Expenses (Minute 3.4)

Rather than formally recommending that mileage allowance would not be paid for planning site visits, JB preferred to trust to responsible attitudes, but would keep the matter under review.

JDB

South Cambs Magazine Distribution (minute 4)

D2D had been appointed as the distribution agent.

3 Month Budget Monitoring Report (Revenue) (minute 6)

A further 3-month report would be presented to the next meeting and the inclusion of predicted outturns was in hand.

GJH

Service First (minute 7)

The cost of printing leaflets had been raised at the Service First project meeting. There was no intention to print yet. JB confirmed that the cost should not come totally from his portfolio: the relevant cost should be borne by each service.

4. COST OF MEETINGS

Notes on the costs of meetings had been circulated and JB stated that his main interest in requesting the figures was to bring the cost home to Members. It appeared that, in the current year, meetings were on target to reach 260 excluding licensing hearings, compared with 219 in the previous year.

In an effort to reduce the number of meetings, JB decided to ask all portfolio holders to report to him on what their advisory groups were doing

JDB

and what they had achieved, and not to call meetings unless there were matters of urgency to discuss. He would also seek their agreement to withdrawing support by Democratic Services for portfolio holder meetings. Possibilities for the reduction in meetings would then be reported to Cabinet as part of the savings report.

Other suggestions put forward were:

- No minuting of advisory groups
- Deleting advisory groups but expanding the role of the Scrutiny and Overview Committee
- Terminating any ongoing Best Value reviews
- Retaining monthly meetings of Council and Cabinet, but allowing Scrutiny and Overview Committee to meet when it wished

JB stated that nothing on his portfolio should be presented to the Scrutiny and Overview Committee without his and GJH's agreement.

5. COMMUNICATIONS UPDATE

KQ circulated a progress report.

Corporate Identity

Staff were starting to slip in their correct use of corporate style and identity and a reminder week was to be held on 26-30 September.

Local Democracy Week 17-21 October

Political speed dating was being investigated.

Key Issues

Tenants were being asked if this was providing the information they wanted.

Countryside Magazine

SK asked to see the response to the article on travellers before it was sent.

KQ

Council Tax consultations

Given that there was little room for manoeuvre, it was felt that extensive consultation would be pointless. SK suggested that a survey might be included in South Cambs Magazine.

6. FORWARD PROGRAMME

There were no new items.

7. ANY OTHER BUSINESS

JB agreed to discussions with SERCO on their response to the Cabinet decision.

GJH would discuss savings proposals with JB when he had suggestions from all managers.

AGREED that Information and Customer Service Portfolio Holder meetings be retained but that Democratic Services should not minute

them; other arrangements to be made.

8. DATE OF NEXT MEETING

Monday 17 October at 10.00 am

Monday 14 November at 10.00 am

The meeting ended at 11.05 a.m.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

At a meeting of the Resources and Staffing Portfolio Holder Meeting held on
Tuesday 13th September 2005

Present: RT Summerfield

Officers: John Ballantyne Chief Executive
Greg Harlock Finance and Resources Director

Councillor SGM Kindersley was in attendance, by invitation.

At the outset of the meeting it was agreed that in future, as an efficiency measure, the PFH meeting would not be officially minuted. Instead brief notes of the meeting, containing action points, would be prepared.

1. APOLOGIES FOR ABSENCE

None.

2. MINUTES OF THE MEETING HELD ON 25TH AUGUST 2005

The minutes of the meeting held on 25th August 2005 were accepted as a correct record subject to the following amendments:

1. Under the heading "3 Monthly Report on PI's and Milestones, Employees Leaving Voluntarily", the PFH requested that a reason is given as to why the target was unlikely to be met. It was stated that this is largely due to staff leaving as a result of capping.
2. On Point 8, Pay Award 2005/06, the PFH enquired as to why the associated recommendations did not feature as a report to the September meeting of Cabinet. It was also pointed out that decisions in the draft minutes had been incorrectly summarised on the Members' Bulletin. GJH apologised and agreed to address the issue.

GJH

3. MATTERS ARISING FROM THE MEETING HELD ON 25TH AUGUST 2005

None.

4. REDUNDANCY POLICY

RTS stated that the contents page still needs to be adjusted to reflect his comments from the last meeting.

RTS queried the selection criteria under section 7. GJH confirmed that the criteria will only apply in the area of search and not each department.

The heading in appendix 4 also needs to be adjusted to reflect RTS's comments from the last meeting.

GJH also highlighted some grammatical errors. RTS suggested the contents page and

Appendix 4 be adjusted prior to authorisation and for GJH to make any changes to grammatical content.

RTS/GJH

5. VOLUNTARY DONATIONS IN LIEU OF COUNCIL TAX REFUNDS

In satisfaction of a decision by Cabinet, the PFH considered a report on the practical implications of introducing a system whereby Council taxpayers could donate to a ring fenced fund, the reduction in their Council Tax resulting from the Council being capped. Having considered the implications, and GJH having confirmed that Runnymede Borough Council had decided not to proceed with the initiative, RTS agreed that no further action be taken in this regard.

6. DRAFT FORWARD PROGRAMME (STANDING ITEM)

The portfolio holder noted the Forward Programme and questioned GJH concerning the programme for agreeing the revised 2005/06 budget and original 2006/07 budget. RTS asked GJH to enquire why the item 'Consideration of budget for 2005/06, budget for 2006/07 and onwards, savings and priorities' featured on the forward programme so frequently. GJH agreed to discuss with Paul Swift.

The meeting noted that the departmental and salary overheads budget for 2006/07 are planned to go to the December meeting of Cabinet.

7. ACCOMMODATION (STANDING ITEM)

Security Costs

RTS enquired as to the latest position concerning reimbursement of the Council's additional security costs. GJH agreed to provide an update for the next meeting and confirmed that the retention monies are not to be released without his authority.

GJH

Balustrade Solution

Desks are yet to be moved nearer the balustrades.

Air Conditioning Unit

The unit is currently being installed. Installation was originally planned for 26th August, but it was delayed until 2nd September due to equipment not being available to achieve the installation. The unit should be fitted by the 14th September.

Floor tiles

The developers have agreed to pay for most of the cracked floor tiles but argue that a few were damaged by the Council, who will have to meet the proportionate share of the costs. The tiles are very thin and therefore could be an ongoing problem. RTS asked for a small stock of tiles to be acquired. GJH confirmed that replacement floor tiles are awaited from Italy

GJH

Misc. Items

GJH stated that the developers are working to attend to defective items. The aim was to have them completed by mid September but there are still issues outstanding. SGK expressed his concern about the other issues being forgotten about and therefore not rectified. GJH believed this wouldn't be the case and agreed to request from Bill Taylor a complete list of all outstanding matters for the next portfolio meeting in October.

GJH

8. ANY OTHER BUSINESS

Citizens Advice Bureau

GJH tabled some information relating to the Council's "deprivation top up per resident", paid as part of the Revenue Support Grant settlement, compared to the City Council.

Although this sum is consequent upon take up of a range of benefits by South Cambs residents, no information is held concerning how many of these benefits are in payment as a consequence of referrals by the Citizens Advice Bureau.

9. DATE OF NEXT MEETING

The next meetings will be held in the Finance and Resources Director's Office on:

- Tuesday 25th October at 9:00am
- Tuesday 22nd November at 9:00am
- Tuesday 20th December at 9:00am

The Meeting ended at 10.30am

**SOUTH CAMBS TRAFFIC MANAGEMENT AREA JOINT COMMITTEE
MEETING HELD ON 12 SEPTEMBER 2005**

The minutes for the above meeting have now been published on the Internet. Please click on the link below to access:

<http://www2.cambridgeshire.gov.uk/db/council2.nsf/e0c624b01b2e9ade80256b14004eb73b/5fc96c36d566032480257070004eea95?OpenDocument>

If you experience any problems opening the link, the agenda can be found at the following:

<http://www.cambridgeshire.gov.uk/>

- * Council and Democracy
- * Democracy and Decision Making
- * Agendas, Minutes & Reports
- * Agendas & Minutes