



# SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL COUNCILLORS' BULLETIN – ISSUE DATE 8<sup>TH</sup> JANUARY 2003

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## IMPORTANT INFORMATION FOR COUNCILLORS

<b><u>COMMITTEE MEETINGS</u></b>			
<b>FROM 9<sup>th</sup> – 17<sup>th</sup> JANUARY 2003</b>			
 <b>THURSDAY 9<sup>TH</sup> JANUARY 2003</b>	<b>AT 10:00AM</b>	<b>SAFETY COMMITTEE</b> (Contact Officer Maggie Jennings)	<b>COM. ROOM 1</b>
	<b>AT 1.00 PM</b>	<b>CAMBOURNE SERVICE PROVIDERS</b> (Contact Officer Holly McKenzie)	<b>MARKETING SUITE, CAMBOURNE BUSINESS PARK</b>
<b>THURSDAY 16<sup>TH</sup> JANUARY 2003</b>	<b>AT 10:00AM</b>	<b>CABINET</b> (Contact Officer Susan May)	<b>COUNCIL CHAMBER</b>
<b>FRIDAY 17<sup>TH</sup> JANUARY 2003</b>	<b>AT 2.00PM</b>	<b>RESOURCES &amp; STAFFING PORTFOLIO HOLDERS' MEETING</b>	<b>ROOM 132</b>

### Re-arrangement of Cabinet and Scrutiny Committee Meetings

Please note the following changes to the Programme of Meetings in February:

**13 February:** Cancel Cabinet  
Add in Scrutiny Committee at 2pm

**20 February:** Cancel Scrutiny Committee

**24 February:** Add in Cabinet at 10am

**27 February:** Cancel Cabinet. Council retained

### Refreshments at Cabinet on 16<sup>th</sup> January 2003

A meeting between Cabinet and Management Team has been arranged for 16<sup>th</sup> January 2003 and all Members are invited to attend. This meeting will follow the normal meeting of Cabinet, which will commence at 10am. Please will all Councillors requiring lunch contact Patrick Adams on (01223) 443408, or e-mail him at: [patrick.adams@scambs.gov.uk](mailto:patrick.adams@scambs.gov.uk)

### Minutes of the Cambridge City Airport Consultative Committee

Please note that a copy of the minutes of the Cambridge City Airport Consultative Committee held on 28<sup>th</sup> November 2002 is in the library. The items discussed included:

- Management of the Cambridge City Airport Consultative Committee
- Planning Application for the Replacement Airport Terminal Building for Cambridge City Airport – report from SCDC
- Report about Stansted Airport Consultative Committee
- Review of Aircraft Noise Complaints
- Review of Non-aviation Complaints
- Report from Marshalls of Cambridge

Future meetings will be held on 30/1/03, 29/5/03 & 4/9/03 at Cambridge City Airport.

## **Public Footpaths:**

## **Proposed Diversion Of Nos. 18, 19 & 20 At Over Proposed Creation Of Nos. 27 & 28 At Over**

On 6<sup>th</sup> November 2002, the Development and Conservation Control Committee considered Cambridgeshire County Council's proposals in respect of the above. The County Council has received objections from other consultees and, as such objections have not been withdrawn, it has forwarded the proposed Orders to the Planning Inspectorate for determination.

## **Member Required to Serve on the Executive Committee of Bottisham Swimming Pool**

A representative is required to serve on the Executive Committee of Bottisham Swimming Pool. There are normally four committee meetings a year and the next three scheduled meetings will be held on 16<sup>th</sup> March 2003, 19<sup>th</sup> May 2003 and the AGM on 24<sup>th</sup> June 2003.

It is the responsibility of Council to decide who will represent the authority on this committee but any Members who wish to express an interest are invited to contact Patrick Adams on (01223) 443408 or e-mail on [patrick.adams@scambs.gov.uk](mailto:patrick.adams@scambs.gov.uk)

Precedence it likely to be given to a Councillor who represents **Teversham, Fulbourn or Wilbrahams** as these parishes fall under the catchment area of Bottisham Village College.

## **REMINDER: Member Required to Serve on the Cambridge Women and Homelessness Group**

Members were invited to serve on this Group in the bulletin of 11<sup>th</sup> December 2002. The Council has been asked to appoint a Member to serve on the Cambridge Women and Homelessness Group. At the moment, Councillor Liz Heazell sits on the Advisory Group of this charity, which the Council grant-aids, and which is run by a female collective. The client representatives and former clients are welcome to attend meetings, so it is felt appropriate that a female Councillor might like to volunteer to serve on this group. Further information is available from Councillor Mrs Heazell who is contactable on [cllr.heazell@scambs.gov.uk](mailto:cllr.heazell@scambs.gov.uk)

If you are interested in volunteering please contact Patrick Adams on (01223) 443408 or e-mail [patrick.adams@scambs.gov.uk](mailto:patrick.adams@scambs.gov.uk) by **14<sup>th</sup> January 2003**.

## **REMINDER: Councillor Required to Serve on Management Committee of SOFA**

Members were invited represent the Council on SOFA in the Weekly Bulletin of 4<sup>th</sup> December 2002. Cambridge SOFA (Shifting Offered Furniture Around) SOFA is an organisation that offers affordable furniture, household goods, electrical goods and paint for anyone who receives benefits or a low income. They have asked South Cambridgeshire District Council to appoint a Member or officer to serve on its Management Committee. The Portfolio Holder for Housing and the Director of Housing and Community Services feel that it would be more appropriate for the representative to be an elected Member interested in housing issues. Any expressions of interest in representing the Council on SOFA should be sent to Ian Senior in the Committee Section at South Cambridgeshire District Council, 9-11 Hills Road, Cambridge, CB2 1PB (Tel: 01223 443028, e-mail: [ian.senior@scambs.gov.uk](mailto:ian.senior@scambs.gov.uk)) by **14<sup>th</sup> January 2003**.

More details about SOFA can be found on the Directions Plus web site:  
[www.directions-plus.org.uk/az/shift\\_off\\_furn\\_around\\_sofa.html](http://www.directions-plus.org.uk/az/shift_off_furn_around_sofa.html)

## **Members' Diaries: Constituency Work in 2000/01 and 2002/03**

Councillors were asked to keep diaries in 2000/01 and again in 2002/03 to assist the independent panel on members' allowances. Following enquiries, a comparison has been made of the number of hours per week of constituency work, and the findings suggest that members are spending just over double the time on constituency work under the new political systems as before.

The 2000/01 diaries, returned by 26 members, were kept for 91 days and showed an average of 2.81 hours per week spent on constituency work. The 2002/03 diaries were maintained over a 34-day period and were returned by 21 members, with an average of 5.72 hours per week spent on constituency work.

A more detailed analysis is available from Holly McKenzie in the Committee Section, telephone (01223) 443030, or by e-mail at [holly.mckenzie@scambs.gov.uk](mailto:holly.mckenzie@scambs.gov.uk)

### **Summary of Diaries Returned**

	<b>2000/01</b>	<b>2002/03</b>
Executive Members	n/a	4
Chairmen	2	3
Vice-Chairmen	7	3
Backbenchers	17	11

## **SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL**

### **WASTE MANAGEMENT ADVISORY GROUP**

Minutes of a meeting of the Waste Management Advisory Group held on  
Tuesday 17<sup>th</sup> December 2002 at 10.00am.

PRESENT: Councillor DALG Wherrell (Chairman)  
Councillor NJ Scarr (Vice-Chairman)  
Councillor CC Barker (Portfolio Holder)  
Councillor SA Harangozo  
Councillor WH Saberton  
Councillor Mrs GJ Smith  
Councillor SS Ziaian-Gillan

Also in attendance were the Chief Environmental Health Officer, the Recycling and Waste Minimisation Officer and Mr Bernard Warr, Waste Strategy Co-ordinator, Cambridgeshire & Peterborough Joint Waste Partnership.

Apologies for absence were received from Councillor JP Chatfield.

#### **1. MINUTES**

The Advisory Group approved the minutes of the meeting held on 10<sup>th</sup> October 2002 as a correct record.

#### **2. DECLARATIONS OF INTEREST**

None.

#### **3. VERBAL REPORT ON THE RESULT OF THE APPLICATION TO THE £140 MILLION WASTE MINIMISATION AND RECYCLING FUND**

Councillor NJ Scarr extended the Advisory Group's congratulations to Councillor CC Barker and to the staff of the Environmental Health department on the successful receipt of the full amount of the bid. Councillor Barker noted that it was a countywide effort and he was extremely pleased with the result.

The Advisory Group agreed that Mr Bernard Warr, Waste Strategy Co-ordinator, Cambridgeshire & Peterborough Joint Waste Partnership, would attend all future meetings.

Mr Warr outlined the background to the bid and reported that Peterborough had also been successful in its solo bid for a pilot electronics recycling scheme; Cambridgeshire councils could study the scheme and learn from Peterborough's experience but would not participate. Mr Warr would be contacting the other thirty councils which had made successful bids to receive an overview of their positions.

The Cambridgeshire County Council would be the holding authority for the money received from the bid but SCDC could specify orders made against that amount. The Chief Environmental Health Officer noted that the application to the fund had been made before the CIP process, so different deadlines had been proposed as the source of funding had not then been determined.

The priority for SCDC would be to purchase the wheeled bins in time to meet deadlines. Cabinet would decide how to proceed at its meeting on 16<sup>th</sup> January. The Advisory Group agreed to delegate responsibility to the Chief Environmental Health

Officer to set the project schedule and act as project manager for the SCDC orders against the fund.

#### **4. GREEN WASTE AND CARDBOARD RECYCLING SCHEME CONSULTATION PROPOSALS**

*This was considered as an urgent item as there was insufficient time for a meeting of the Advisory Group before the Cabinet meeting of 16<sup>th</sup> January 2003.*

The consultation process had already been agreed prior to the bid to the Waste Minimisation & Recycling Fund and the questionnaire design was complete. The Environmental Services Officer would speak to the Bostock Marketing Group (BMG) to ensure the postcodes of sample households in the survey would all be for Cambridgeshire residents. Fieldwork would begin on 6<sup>th</sup> January 2003.

The consultation of 2001 revealed kerbside collection encouraged recycling and that residents wanted kerbside collection of green waste. In addition the Best Value consultation had revealed that South Cambridgeshire residents were generally unhappy with the current waste sack provided. The new consultation would refer to and build on information gathered in 2001. There would likely be concern from residents about the move to alternate weekly collections and the storage of the wheeled bins, and the consultation would work towards answering questions and concerns about the changes. Mr Warr referred to his previous experience with other similar schemes, noting that satisfaction improves once residents have seen the superior service the bins offered. There would be an increase in the amount of waste collected, due to the inclusion of green waste and cardboard recycling, but the additional materials contributed to a higher recycling percentage. The results of the consultation would be fed back to the Advisory Group to aid the development of policies associated with the project.

Residents would be provided with two 240L bins, one for green waste and cardboard and one for residual waste. An additional 180L bin could be purchased from SCDC in situations where one was absolutely necessary. The lorries would be equipped to handle both the 240L and 180L bin sizes but the bin lift would need to be reset for any other sizes, thus slowing the collection process; therefore only these two sizes would be available. Cambridge City Council was using the 240L bins and the size was found to be sufficient without being too heavy or difficult to manoeuvre. The 240L bins were also large enough for hedge clippings and branches. The two standard 240L bins would remain with a property when a family moved.

The current kerbside collection scheme for cans, paper, glass and textiles would continue in addition to the new two-bin alternate weekly collection scheme. Residents would be discouraged from using sacks in the compost (green) bin but sacks were acceptable in the residual (black) bins, although SCDC would no longer provide them. There would be a strict contamination policy and bins containing mixed waste would be marked with a sticker and left uncollected. Provision of a bin cleaning service would be a matter for discussion at a future Waste Management Advisory Group meeting. It would be necessary to ventilate the green bin.

There was not enough time to invite the Parish Councils to participate in the focus groups for this consultation, nor would it be statistically valid, but they would be kept informed of developments. The Advisory Group agreed to involve CALC as the point of contact for Parish Councils, and involve them fully in the subsequent communication and publicity campaign.

The Waste Management Advisory Group noted the consultation proposals.

## **5. GREEN WASTE AND CARDBOARD RECYCLING SCHEME VISIT PROPOSALS**

*This was considered as an urgent item as there was insufficient time for a meeting of the Advisory Group before the Cabinet meeting of 16<sup>th</sup> January 2003.*

Councillor Barker noted that he had read the report with interest and felt the strongest message within it was that Councils which had started with the provision of sacks were moving to the provision of bins. The Chairman noted that no Council had returned to using sacks after introducing bins.

It would be necessary to proceed as quickly as possible on the scheme in order to make use of the full £302,000 revenue from the bid before the end of the financial year. The options for visits were limited because it had not been possible to identify an authority with an alternate weekly sack collection scheme, and it had been difficult to find an authority which was enthusiastic about sack collection. The Chief Environmental Health Officer recommended the visits as there would be much to learn from the details of other authorities' schemes.

The increase in the waste stream was due in part to the packaging of goods from the five major supermarkets and Councillor Barker noted that this point had been raised at the Joint Waste Forum on 16<sup>th</sup> December. The Joint Waste Forum had agreed to raise with Cambridgeshire MPs that the government needed to establish limits on packaging or else local councils would continue to struggle with the increase in waste.

The Advisory Group agreed to visit Hinckley and Bosworth Borough Council and Daventry District Council. While Daventry District Council had asked that the amount of visitors be limited to one carload, Hinckley and Bosworth Borough Council had not expressed any preference and it was decided to extend an invitation to other interested members if places were available.

## **6. ANY OTHER BUSINESS**

### **(a) Recommendation to the Portfolio Holder**

*This was considered as an urgent item to allow the Portfolio Holder to bring the recommendation to Cabinet on 16<sup>th</sup> January 2003.*

The Advisory Group recommended to the Portfolio Holder and Cabinet:

- to develop and implement in 2003 a new alternate weekly waste and recycling (green, kitchen and cardboard materials) collection service using two 240L bins per household, with provision for 180L bins to be purchased from SCDC if required;
- to investigate the provision of a percentage of smaller bins for people who require assistance with collection, for people in sheltered housing schemes, or if requested; and
- to investigate the procurement of environmentally friendly vehicles if financially viable; and
- that initially the new service is provided by the Council's Commercial Service Department.

### **(b) Refrigerators**

Two suppliers had been contracted to clear the number of discarded refrigerators by the end of the financial year.

**(c) Fly-tipping**

The amount of fly-tipping had decreased slightly from last year despite the introduction of the £20 fridge collection fee.

**(d) Date of Next Meeting**

The next meeting would be on Friday 31<sup>st</sup> January 2003 at 10.00am in Committee Room 2.

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The meeting closed at 11.55  
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## **DECISIONS MADE BY PORTFOLIO HOLDERS**

### **Decision Made By Portfolio Holder For Community Development**

Subject	Decision	Reason
Skateboard Ramp at <b>Hardwick</b>	To refuse to award an additional grant to Hardwick Parish Council towards the relocation of the skate ramp.	A grant of £21,157 has already been offered to Hardwick Parish Council towards the construction of the skate park. The outstanding balance of £2,116 will still be paid.

### **Decisions Made By Portfolio Holder For Housing**

Subject	Decision	Reason
Management Transfer	To agree a management transfer for Mr and Mrs C ref E/02/012	The household need to move to a larger property more suitable for their growing family
Virement	To agree the virement of £54,000 from the funding identified for Disabled facilities for Council Properties held by the Agency to the allocation managed by Shire Homes for Disabled Facilities (Council accommodation M90)	This virement will enable best use of funding for Disabled Facilities adaptations for Council Properties.
Virement	To agree the virement of £150,000 from the Refurbishment cost code to the Replacement Heating cost code.	This virement will enable units of electric underfloor heating to be upgraded to gas central heating to improve the thermal comfort for tenants of the properties.

### **Decisions Made By Portfolio Holder For Planning and Economic Development (Reported for Information)**

Subject	Decision	Reason
Area A – provision of a disabled person's parking place in Staffordshire Street Area G – one way traffic in Church Street Area G – conversion of bus stop clearway to bus parking place and 24 hour waiting restriction in Newton Road	To raise no objection to the proposals	The proposals have little impact on the needs of South Cambridgeshire residents needing to access facilities in the City
Residents' parking in Tenison Road Cycle lanes, dual use, 24 hour waiting, loading – Chesterton Road and Milton Road	To raise no objection to the proposals	The proposals have little impact on the needs of South Cambridgeshire residents needing to access facilities in the City
Proposed speed limit reduction, Middlewatch and Boxworth End, Swavesey	To raise no objection to the proposals	The proposal will reduce traffic speed to the benefit of local residents in Swavesey

## INFORMATION ITEMS

### Decision Made By Community Development Partnerships Manager

Applicant	Description	Benefits
Sarah Howarth	To award a Talented Young Persons Grant(TYP5) of £100 towards a conservation project in the Belize rainforest.	It will provide the opportunity to improve the environment, learn from a different culture and pass skills onto others.

### Decisions Made By the Conservation Manager

The following is a list of Historic Building Grants issued under the delegation scheme by the Conservation Manager during December:

Applicant	Grant	Description
Barn, The Lodge, 53 High Street, Harston - Mr. J. W Coad	G/ 8/02- £35 (25%) in addition to the £444 already agreed	For reroofing of the barn and replacement barge boards.
19 High Street, Fen Ditton - Mrs. T. Wiseman	G/12/02 - £400 (10%)	For rethatching , reredging and rewiring the longstraw thatch roof.
2 Church Cottages, High Street, Hildersham - Cambridgeshire Cottage Housing Society	G/21/02 - £1500 (25%)	For rethatching, reredging and rewiring the longstraw thatched roof.
Churchyard Cross, St. Johns Church, Church Road, Little Wilbraham - Parochial Church Council	G/23/02 - £1182 (25%)	For repair, reconstruction and stabilizing works.

### Call-in Arrangements

The Chairman of the Scrutiny Committee or any five other Councillors may call in any executive decision recorded in this bulletin for review. The Committee Manager must be notified of any call in by **5pm Wednesday 15th January 2003**. All decisions not called in by this date may be implemented on Thursday 16<sup>th</sup> January 2003.

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