



# SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL COUNCILLORS' BULLETIN – ISSUE DATE 5<sup>TH</sup> FEBRUARY 2003

## CONTENTS

### IMPORTANT INFORMATION FOR COUNCILLORS

1. Forthcoming Committee Meetings
2. Youth Debating Competition
3. In-House Seminar on Procurement

### CABINET MINUTES 30<sup>TH</sup> JANUARY 2003

#### Decisions Taken:

5. Basic Credit Approval
6. Local Government Pension Scheme – Policy Decisions On Employer Discretions
7. **Fulbourn** – Townley Memorial Hall Trust
8. Homelessness Act 2002: Update
9. Sustainability Best Value Review
14. Contact Centre/Cambridge Office/Cambourne Reception: Staffing Issues
15. Development Of The Land And Property Gazetteer (LPG)
16. Provision Of Broadband Services Across The District

### DECISIONS MADE BY PORTFOLIO HOLDER FOR PLANNING AND ECONOMIC DEVELOPMENT (Reported for Information)

1. **Little Eversden**: Proposed speed limit reduction in the **Eversdens**

### DECISIONS MADE BY PORTFOLIO HOLDER FOR HOUSING

1. Virement Request for LASHG Programme for 2002/03
2. Increased LASHG to Hereward Housing for 3 units at Burnt Close, **Granchester**
3. Increased LASHG to Hereward Housing for 8 units at **Caxton**
4. Increased LASHG to Circle 33 for 6 units at **Great Abington**


### DECISIONS MADE BY PORTFOLIO HOLDER FOR CONSERVATION

1. To Offer a Grant of £7,900 for Re-instating Longstraw Thatch in **Cottenham**

### INFORMATION ITEM

1. Arts Capital Grant of £630 awarded to the Royal British Legion
2. Historic Building Grants in **Eltisley**, **Comberton**, **Haslingfield** and **Orwell** by the Conservation Manager
3. Historic Building Grants Returned to the Fund from **Haslingfield** and **Melbourn**
4. Adding 7 Mill Way, **Granchester** to the list of Grade II listed Building
5. Call-in Arrangements

## IMPORTANT INFORMATION FOR COUNCILLORS

<b><u>COMMITTEE MEETINGS</u></b>			
<b>FROM 10<sup>TH</sup> – 13<sup>TH</sup> FEBRUARY 2003</b>			
 <b>MONDAY 10<sup>TH</sup> FEBRUARY 2003</b>	<b>AT 10AM</b>	<b>MILTON COUNTRY PARK</b> (Contact Officer Maggie Jennings)	<b>Milton Country Park</b>
<b>TUESDAY 11<sup>TH</sup> FEBRUARY 2003</b>	<b>AT 10AM</b>	<b>WASTE MANAGEMENT ADVISORY GROUP*</b> (Contact Officer Holly McKenzie)	<b>COUNCIL CHAMBER</b>
<b>WEDNESDAY 12<sup>TH</sup> FEBRUARY 2003</b>	<b>AT 10AM</b>	<b>RESOURCES AND STAFFING PORTFOLIO HOLDER</b>	<b>ROOM 132</b>
<b>THURSDAY 13<sup>TH</sup> FEBRUARY 2003</b>	<b>AT 2PM</b>	<b>SCRUTINY COMMITTEE</b> (Contact Officer Patrick Adams)	<b>COUNCIL CHAMBER</b>

\*The Waste Management Advisory Group, which was scheduled for Friday 31st January, has been rescheduled for Tuesday 11th February at 10am in the Council Chamber? Could any councillors not on the group please contact Holly McKenzie on (01223) 443030 to allow parking to be booked?

### Youth Debating Competition

All councillors are invited to attend South Cambs District Council's Youth Debating Competition for an insight into the views of young people in the district.

The competition will be an excellent opportunity to talk to young people about their views on local democracy and political issues. There will be plenty of time to talk to young people and listen to their ideas.

A launch of the competition held in October 2002 provided a valuable chance for councillors to discuss democratic issues with young people.

The semi-final and final will be held in the Council Chamber at South Cambs Hall. All councillors are welcome to come along and support the teams of young people.

Teams of three young people from schools and youth groups in Comberton, Linton, Swavesey and Melbourn will be taking part in the semi-final at 6.30pm on **Friday 7 February**. They will tackle the topic "I propose that the voting age be lowered to 16".

At the grand final on **Monday 24 February** at 6.30pm the two top teams will compete for £750 towards stationery and equipment for their school or youth group and £100 for each team member as well as a trophy. Runners-up will each receive £50 and £250 for their school or youth group.

The competitions will begin at 6.30pm and will finish at about 8.30pm. Refreshments will be available from 6pm until the close for all heats.

**If you would like to attend the Youth Debating Competition semi-final or final please contact Jo Fowler, communications officer, on (01223) 443289 or 07887 633640, [joanne.fowler@scambs.gov.uk](mailto:joanne.fowler@scambs.gov.uk).**

## In-House Seminar On Procurement

This event is planned for Thursday 20<sup>th</sup> March, between 9.30-13.00 in the Council Chamber.

Speakers will include representatives from Belfast City Council (leaders on sustainability) and Huntingdonshire (Government e-procurement pathfinders).

All members are welcome. A full programme will be circulated in due course.

Contact: Philip O'Dell, Assistant Director (Exchequer & Resources) (01223) 443101

## **CABINET MEETING**

At a meeting of the Cabinet held on  
30<sup>th</sup> January 2003 at 10.00 a.m.

PRESENT: Mrs DSK Spink – Leader  
RT Summerfield – Deputy Leader

Councillors: Dr DR Bard, CC Barker, JD Batchelor, Mrs EM Heazell, SJ Kime and Mrs DP Roberts

Councillors RF Bryant, Mrs JM Healey, SGM Kindersley, Dr JPR Orme, NJ Scarr and Mrs GJ Smith were also in attendance, by invitation.

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### **Procedural Items**

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#### **1. MINUTES AND MATTERS ARISING**

The Leader was authorised to sign the Minutes of the meeting held on 16<sup>th</sup> January 2003 as a correct record.

The following matters arose regarding Minute 3, Waste Management Scheme:

- residents would be encouraged to put their house numbers on the wheeled bins but not the green boxes, as the bins would be returned to the relevant household;
- the recycling credits being paid to villages on the basis of the green box collection scheme were determined by dividing the total tonnage collected by the population per parish as it was not possible to calculate the exact weight collected in each parish. This information would be published in the Councillors' Weekly Bulletin and South Cambs Magazine; and
- the visits to Hinckley and Bosworth Borough Council and Daventry District Council had been informative and South Cambridgeshire could benefit from their experience. Members' support was crucial to the success of the new Waste Management scheme.

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

Councillor Mrs EM Heazell declared an interest in Item 9 (Best Value Review of Sustainability) as a supplier of goods to the Great Shelford WI Market.

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### **Recommendations to Council**

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#### **3. FRAMEWORK AGREEMENT ON LOCAL AUTHORITY FOOD LAW ENFORCEMENT – FOOD SAFETY SERVICE PLAN**

Councillor CC Barker commended the plan to Cabinet and noted that it was a mandatory document required by the Food Standards Agency. The Chief Environmental Health Officer outlined which services were statutory requirements and which were included at the discretion of the Council, but added that some of the discretionary services had statutory aspects:

Statutory or with some measure of compulsion:

- Inspection programme of food businesses identified by hazard rating, including mobile food vendors;
- Investigation of food complaints;
- Undertaking a food sampling programme (some discretion in regime);
- Immediate response to National Food Hazard warnings;
- Inspection of food for fitness purposes; and
- Licensing of relevant food businesses, eg butchers' shops.

Services offered with some discretion of the Council:

- Investigation of food premises complaints (minimal discretion);
- Investigating all notified infectious diseases which are potentially food borne (minimal discretion);
- A food hygiene training programme for food handlers;
- Provision of Food Health Certificates for export; and
- Food safety promotional activities carried out in conjunction with the training programme, eg national food safety week.

It was noted that it would be difficult for commercial establishments to use the Council's new green bins as there were statutory requirements regarding the disposal of food from commercial establishments.

Cabinet

**RECOMMENDED TO COUNCIL** the approval of the Food Safety Service Plan 2003/04.

#### 4. SWAVESEY BYEWAYS

Councillor Barker presented the results of the recent consultation with the Swavesey Byeways Advisory Committee on the level of maintenance and noted that the recommendation was to maintain the current maintenance rate of 90 pence per hectare.

In response to a query regarding the £500 cost of collecting the charge, the Finance & Resources Director agreed to provide details after the meeting but noted that collection was difficult to administer because some of the sums required to be collected involved small amounts.

*(Note: subsequent to the meeting the Finance & Resources Director established that the collection involved sixty accounts giving a unit cost of approximately £8.30.)*

Cabinet **RECOMMENDED TO COUNCIL** that it:

- maintain the current level of Swavesey Byeways maintenance for the period 2003/04; and
- levy a rate of 90 pence per hectare to fund the required maintenance for the period 2003/04.

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#### Decisions made by the Cabinet and reported for information

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#### 5. BASIC CREDIT APPROVAL

Councillor RT Summerfield reported that the Office of the Deputy Prime Minister (ODPM) had allocated the Council a basic credit approval of £1,138,000 for the

financial year 2003-04. The credit approval was of limited use to the Council if it wished to retain its debt-free status and the options for its use were outlined. It was recommended that the borrowing approval should be transferred to another local authority as in the previous two years, and reported that Cambridge City Council had agreed to use it to bring forward social housing schemes in Cambourne if it were transferred.

The Housing & Community Services Director reported that civil servants had been initially very supportive of the Council's Housing Strategy and had understood the reasons why the Stock Condition Survey had not been completed. The ODPM, however, had been critical of the uncompleted survey and marked the Council down on its capital strategies, asset management plans and performance in the delivery of individual service plans, affecting the amount of the credit approval.

Cabinet

**RESOLVED** that the basic credit approval of £1,138,000 for 2003/04 be transferred to Cambridge City Council for the provision of social housing in Cambourne, with authority to agree details delegated to the Housing Portfolio Holder.

## **6. LOCAL GOVERNMENT PENSION SCHEME – POLICY DECISIONS ON EMPLOYER DISCRETIONS**

All local authorities were required to have policies on the discretionary elements of the pension scheme and the original scheme had been adopted in June of 1999 after comparisons with the other Cambridgeshire Councils. The forthcoming move to Cambourne and organisational restructuring had led to a review of the policy, with two principal changes being proposed, neither of which had been fully explored in 1999:

- (a) Awarding "added pension years" to staff aged 50 or over retiring early or being made redundant: the previous scheme had added one year for every five years of continuous local government service, but had not addressed what would happen in relation to a break in service. The proposed policy would allow for breaks in service to count for added years whilst ensuring that any resulting enhancement to a pension lump sum or redundancy payment would be reduced to acknowledge enhanced compensation from a previous employer. Previous service counting for redundancy would not qualify for further redundancy payments.
- (b) Counting (for redundancy purposes) periods of qualifying employment where the employee had had a break in service from local government.

It was confirmed that a "break in service" referred to any break for any purpose.

The financial implications for the Council would depend upon the number of staff affected, their years of service and their salaries. Any cases of redundancy or early retirement would be brought to Cabinet for consideration with full financial details. The Finance & Resources Director reported that UNISON was supportive of the changes proposed.

Cabinet

**RESOLVED** to reaffirm the Council's current policies relating to the Local Government (Discretionary Payments) (Amendment) Regulations 1999, with the following amendments:

- (a) to count all (but only) local government service for added pension years to staff aged 50 or over retiring early or being made redundant, when there has been a

- break in service, no previous service to count twice for added years; and with the proviso that any enhanced compensation relating to redundancy from a previous employer would be deducted; and
- (b) to count all (but only) previous local government service as periods of qualifying employment for redundancy purposes, even if broken.

## **7. FULBOURN – TOWNLEY MEMORIAL HALL TRUST**

Councillor Mrs DP Roberts commended the request for grant aid for the proposed improvement and extension of the Townley Memorial Hall and thanked the Community Partnerships Manager and the Sports Development Officer for their work.

The supportive comments of Councillor DJ Regan, a local member for Fulbourn, had been included in the report. Councillor NJ Scarr, the other local member for Fulbourn, thanked the officers and the Planning Department for their work and added his support for the project. He reported that there had been consultation with the residents and a majority supported the plans even after having been informed that the result would be an increased parish precept. Councillor Scarr asked that the local members be given the opportunity to speak to the Cabinet should the Townley Memorial Hall Trust fail to meet any of the conditions attached to the grant, in particular the youth provision. It was noted that the support of the District Council would improve the likelihood of the Trust receiving National Lottery funds.

There was general support for this application but suggestions were made about reviewing the grants policy to consider whether to provide proportionally higher maximum grants to larger villages. Councillor Mrs Roberts, with others, noted valid arguments both for and against such a change but agreed to consider the policy in her portfolio holder meetings.

Cabinet **AGREED** to award a grant of £75,000 to the Townley Memorial Hall Trust, Fulbourn for improvements and extensions to the Hall, with up to £5,000 made available up front to be used towards payment of architects' fees, subject to the following conditions:

- (a) that the applicant, working with the sports clubs, produces sports development plans to the satisfaction of the Sports Development Officer;
- (b) that more detail on the youth provision and in particular the youth drop in facility be presented to the Council; and
- (c) that the project is successful in attracting National Lottery funds.

## **8. HOMELESSNESS ACT 2002: UPDATE**

Councillor Mrs Heazell introduced the report on possible changes to the Council's lettings policy to comply with the provisions of the Homelessness Act 2002 on allocations, which took effect from 31<sup>st</sup> January 2003. She expressed her gratitude that the Homelessness Best Value Review had been completed so successfully as it had been a good preparation for this review, and noted that the aim of the changes to the statutory requirements was to provide a framework suitable for the operation of choice-based lettings schemes.

Councillor Mrs Heazell drew Members' attention to the abolition of the duty to maintain a housing register, but that she would wish to maintain it. She also reported that the amendments to the Orchard Housing Management System to be provided by Orchard referred to in paragraph 41 had not yet been received and asked that, in consequence, the adoption of the revised lettings Scheme be put back one month.

Cabinet **AGREED** that

- (a) persons guilty of unacceptable behaviour serious enough to make them unsuitable to be a tenant be:
  - (i) deemed to be eligible to register for housing, but;
  - (ii) if satisfied that at the time the case were considered they or a member of their household were guilty of unacceptable behaviour serious enough to make them unsuitable to be a tenant, their application be given no preference for an allocation of housing;
- (b) the revised Lettings Scheme as attached at Appendix 1 to the report be approved for adoption with effect from Monday 3<sup>rd</sup> March 2003;
- (c) a full review of the Lettings Policy be scheduled for inclusion in the Best Value Performance Plan for 2003/04 or 2004/05; and
- (d) a seminar be held for Members and Officers at a date to be agreed in 2003 to explore further the implications of the introduction of a choice-based system for all lettings.

## **9. SUSTAINABILITY BEST VALUE REVIEW**

Councillor JD Batchelor commended the final report of the review and expressed his thanks to the review team for their useful and practical work. He indicated that the main priority was mainstreaming, which had been successful with some departments more than others. He supported the recommendation of an assistant for the Strategic Development Officer as the proposed programme could not proceed with one officer only. He noted, however, that this post was to be reconsidered by Cabinet at the next meeting.

The draft minute of the discussion of and recommendations on the review report by Scrutiny Committee on the 23<sup>rd</sup> January 2003 was presented, and it was noted that the Committee supported the appointment of an additional officer. The Chief Executive reiterated Management Team's support for the review's conclusions but their view that this was not in the highest priority category among the CIP bids, the service being non-statutory, but reminded Members that one of the aims in revising budgets was to make money available for Cabinet to put behind priorities. Cabinet had previously recorded sustainability as a priority: it was therefore up to Cabinet to decide at its next meeting whether it warranted special support.

In discussion, concern was expressed about suggestions from the Scrutiny Committee that funding for sustainability should be vired from other budgets and about the extent of support for farmers' markets. Councillors Kindersley and Batchelor confirmed that these did not form recommendations at this stage.

Given the need to consider budgetary considerations at the next meeting, and on the advice of Councillor Batchelor, Cabinet **RECEIVED** the Sustainability Best Value Review final report and **NOTED** the comments made by the Scrutiny Committee.

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### **Standing Items**

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## **10. MATTERS REFERRED BY SCRUTINY COMMITTEE**

See Item 9.

## **11. RE-LOCATION OF OFFICES TO CAMBOURNE**

It was noted that the NOW Group was to meet that afternoon. In response to a query about the amount of home working envisaged, it was reported that the policy was as yet being drafted. The number of home workers could amount to sixty officers overall,



but few were likely to work entirely from home. The policy was being completed as a matter of urgency as it could have an impact on furniture requirements.

## **12. REVIEW OF THE COUNCIL BY CONSULTANTS**

The consultants on the organisation review were continuing their work on slotting in the remaining posts to produce pay bands. It was hoped this work would be completed imminently.

## **13. EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED** that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 11, 1 and 9 respectively of Part 1 of Schedule 12A of the Act.

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### **Confidential Items**

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## **14. CONTACT CENTRE/CAMBRIDGE OFFICE/CAMBOURNE RECEPTION: STAFFING ISSUES**

Councillor RT Summerfield outlined the approach recommended for staffing issues related to the establishment of these service areas, particularly on the selection of staff. He highlighted the proposed level of job change at which a jobholder could automatically be assimilated to a new position and gave an assurance that it applied only in these circumstances, not to any changes arising from the organisational review.

It was confirmed that Unison had acknowledged receipt of consultation and were happy to be kept informed. They had no comments at this stage, but would await information on specific staff who would be affected. It was further confirmed that staff known to be directly affected had been kept informed of developments.

Cabinet, with one abstention, **ENDORSED**

- (a) the principles applied in developing the approach to staffing issues for the contact centre/Cambridge office/Cambourne reception, set out in paragraph 9 (i) to (iv) of the report: appoint the right people; staffing costs to be broadly neutral; services at the contact centre and Cambridge office represent additional enhanced services for TUPE purposes; every effort to be made to protect SCDC staff;
- (b) the approach to the selection of staff for these services, set out in paragraph 10 (i) to (vi) of the report: call monitoring exercise to identify impact; agree services to be handled by the contact centre; put staff "at risk" of redundancy where there is a significant diminution of duties; advertise positions internally; after the recruitment process assess whether a vacant post is filled normally or frozen; remaining unfilled posts open to external competition;
- (c) the policy for assimilation of "at risk" staff into new "customer service" positions at Cambourne or other vacant positions arising from the recruitment process, whereby if a current job changes by less than 20%, the job holder can automatically assimilate into the new position, if the change is greater a new job is created and must be advertised.

## 15. DEVELOPMENT OF THE LAND AND PROPERTY GAZETEER (LPG)

- (a) to confirm the plans described in the report to develop and maintain a Land and Property Gazetteer for the area administered by South Cambridgeshire District Council by
- the establishment of a permanent post of Planning and GIS Analyst within the ICT Division, to be filled with immediate effect by the existing secondee in his current grade. The eventual grade for the post to be subject to the PWC job evaluation exercise;
  - the establishment with immediate effect of a permanent post of an LPG Officer within the ICT Division, graded SO1 (scps 29-31);
  - the confirmation as permanent appointments of the temporary arrangements for filling the posts of Area Planning Officer, senior Planning Officer and Planning Assistant in the Area 1 team in the Planning Department, with immediate effect .
- (b) that, if related national incentives (such as the National Land Information Service) are found to have applications in the context of legal services so as to provide, or materially contribute to the provision of, significantly better services by Electoral Services, the Legal Office or Local Land Charges Services then, on the advice of the Head of Legal Services, decisions regarding the Council's participation in those related national initiatives be delegated to the Chief Executive (subject to the usual consultations and budget provision).

## 16. PROVISION OF BROADBAND SERVICES ACROSS THE DISTRICT

This additional item, advised by email, was accepted by the Leader for consideration in view of the deadline of the end of February for submitting funding bids.

The Assistant Director (ICT) made a report to Cabinet outlining the issues:

### **Broadband**

Is a faster and more reliable way of accessing the internet.

### **The Problem**

It is expensive to supply for rural communities; service providers will only make the necessary investment if there is sufficient demand to make it profitable; smaller communities are therefore disadvantaged. It is estimated that 55% of households in South Cambridgeshire are unable to access broadband.

### **Why look at it now**

The East of England Development Agency (EEDA) has funds of about £3.5m for pump priming to address the problem and is running a competition for these funds, called *Connecting Communities*. The closing date for applications is the end of February, although there may be an extension.

### **How the Council is involved**

At the Scrutiny Committee on 27th November 2002, Councillor Bard agreed to organise a meeting on Broadband. Having subsequently been approached by a small firm operating with community groups in the area with a service based on wireless technology, he encouraged Members and representatives of parish councils and community groups to attend a briefing given by the firm (who are working closely with EEDA). At that event there was enthusiasm for a District-wide funding application, led by this Council.

### **Benefits**

It is estimated that the Council could put in a bid for approximately £500,000 to cover the network build, a reduced installation fee for early customers and the necessary consultancy and project management to oversee the implementation. The outcome would be a service across virtually the entire District and the establishment of a not-for-profit company to oversee the service and commission any further use of it. If successful, the Council would have made a major contribution to the provision of affordable broadband.

### **Options**

- (a) Do nothing. Smaller bids would probably be made, still needing some form of endorsement from the Council, but the more remote villages would not be reached for the foreseeable future except by satellite. It would reflect poorly on the Council's commitment to community leadership.
- (b) Allow the company who have already made an approach to take the lead in preparing the District-wide application, including setting up a community group which could become a company if the bid were successful. For the group to be free of the Council's Standing Orders and European public procurement legislation, the Council's role would have to be small. The Council could be seen as favouring one supplier.
- (c) The Council take the lead in submitting a District-wide bid. To do this the Council would have to be independent of any vendor in the final procurement of the service. EEDA are preparing a list of approved consultants to help with the application process, and may fund part of the costs, up to £10,000. Any subsequent failure of the project or service would to some extent be attributed to the Council, so sufficient management and community liaison resource would have to be provided. Some of this could, however, be funded within the EEDA grant.

Members raised questions about the provision of broadband services by existing utilities, the responses to which highlighted the patchy existing and likely coverage by cable or telephone links. It was noted that the costs of wireless technology might be lower in rural areas.

Risks were foreseen in the event of a modest take-up of the service and/or the providing company having financial difficulties and Members were assured that the Council Tax would not be used as, if successful, the grant would cover the capital cost and administration of the bid. Tenders would be invited for the supplier and once the service was installed, the Council would stand back. Councillor Dr Bard, the Information and Customer Services Portfolio Holder, further assured Members that if the application were rejected, or insufficient grant were offered, the project would not go ahead. Emphasis was also placed on the Council's need to ensure that it was not aligned with any potential supplier of the service.

Queries were raised about the possible benefits of involving adjoining districts, but it was noted that those contacted were using different approaches. There was also officer concern that if the project extended beyond the District boundaries, the size of the bid might count against it.

Support for an application was voiced by Scrutiny Committee members present, and Cabinet

### **RESOLVED**

- (a) that the Council submit an application to EEDA for funding of a District-wide broadband service and take the leading role in the application;

- (b) that further decisions regarding the project, including consideration of tenders in satisfaction of Standing Orders, be delegated to the Information and Customer Services Portfolio Holder.

It was confirmed that the decision now became open.

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**The meeting closed at 12.45 p.m.**

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## **DECISIONS MADE BY PORTFOLIO HOLDERS**

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

Subject	Decision	Reason
Little Eversden: Proposed speed limit reduction in the Eversdens	Raise no objection to the proposals.  However, the proposed measures are very much focused on Little Eversden and there is little in the way of active speed reduction measures for Great Eversden.	The proposal will reduce traffic speed to the benefit of local residents in the Eversdens.

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

Subject	Decision	Reason
Virement Request for LASHG Programme for 2002/03	To authorise a virement within the 2002/03 LASHG Programme in respect of additional grant requirements for Back Lane, Linton.	The original grant requirement for a scheme at Back Lane, Linton by Granta Housing Society was £500,000 of which £190,000 was to be paid for site acquisition within 2002/03. However, the grant claim for this scheme has now been received and indicates that the total grant requirement will now be £542,239. This is higher than originally estimated as a result of higher scheme costs due to the time lag between the initial application for LASHG and the actual site acquisition grant payment will now be £216,896 rather than the £190,000 included in the programme agreed in November 2002.  A copy of the latest LASHG Programme is attached which shows commitments of £4,869,849 from an available budget of £5.6 million as agreed by Cabinet on 28 <sup>th</sup> November 2002. The additional grant requirements for this scheme can therefore be accommodated within the overall programme this time.

Subject	Decision	Reason
Increased LASHG to Hereward Housing for 3 units at Burnt Close Granchester	Approve an increase in LASHG from £224,000 to £230,000 in respect of 3 houses at Granchester	To allow onsite payments to be made from the 2002/03 Programme

Subject	Decision	Reason
Increased LASHG to Hereward Housing for 8 units at Caxton Lane Foxton	Approve an increase in LASHG from £462,500 to £478,000 in respect of 8 houses at Foxton	To allow onsite payments to be made from the 2002/03 Programme

Subject	Decision	Reason
Increased LASHG to Circle 33 for 6 units at Great Abinton	Approve an increase in LASHG from £482,000 to £499,000 in respect of 6 houses at Great Abington	To allow onsite payments to be made from the 2002/03 Programme

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

Subject	Decision	Reason
Re-instating Longstraw Thatch at 56 Denmark Road, Cottenham	To offer an increased total grant sum of up to £7,900 (an increase of £15,000 on the original grant offer) for reinstating longstraw thatch at aforementioned property in accordance with the approved grant policy.	To meet the aims of the grant policy, encourage the use of local materials and enhance the appearance of this historic building and the conservation area.

## INFORMATION ITEMS

### Grant Agreed by Community Development Partnerships Manager

Applicant	Description	Benefits
The Royal British Legion Brass Band	To award an Arts Capital grant (AC16) of £630 towards the purchase of new instruments and banners of the Fulbourn and Teversham Branch of the RBL Brass Band	To enhance the profile of the band, attract new members and increase the audience

### Historic Building Grants Agreed by Conservation Manager

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

G /17/02 Church View, 52 The Green, **Eltisley** - Mr & Mrs T. Childerley - £850 (10%) for rethatching the front roof slope and repairing the rear slope using water reed, re-ridging and rewiring. (late December)

G/24/02 The Cottage, Church Lane, **Comberton** - Dr A.R. Dansie - £2700 (10%) for rethatching, re-ridging and rewiring the longstraw thatched roof.

G/26/02 2 The Knapp, **Haslingfield** - Mr G.W. Cowles - £1100 (10%) for rethatching, re-ridging and rewiring the longstraw thatched roof.

G/27/02 10/12 High Street, **Orwell** - Mr & Mrs A. Marris - £1162 (10%) for rethatching, re-ridging and rewiring the longstraw thatched roof.

### Historic Building Grant Returned to the Fund

G/21/00 Little Thatch, 5 the Moor, Melbourn - Mrs E.M. Parker - £960 - property sold following death of owner.

G/27/00 The Manor, High Street, Haslingfield - Mr A & Ms C Davis - £1384 - grant not paid - property sold.

The following building has been added to the statutory list following the serving of a Building Preservation Notice: Balls Grove, 7 Mill Way, Grantchester - Grade II

### 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 12<sup>th</sup> February 2003**. All decisions not called in by this date may be implemented on Thursday 13<sup>th</sup> February 2003.

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