



SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL COUNCILLORS' BULLETIN – ISSUE DATE 12TH MARCH 2003

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IMPORTANT INFORMATION FOR COUNCILLORS

<u>COMMITTEE MEETINGS</u>			
FROM 17th – 21st MARCH 2003			
 TUESDAY 18TH MARCH 2003	AT 10 AM	RESOURCES & STAFFING PORTFOLIO HOLDER MEETING	ROOM 132
THURSDAY 20TH MARCH 2003	AT 2 PM	SCRUTINY COMMITTEE (Contact Officer Patrick Adams)	COUNCIL CHAMBER
	AT 2 PM	CAMBOURNE DEG (Contact Officer Holly McKenzie)	CAMBOURNE PROJECT OFFICE
FRIDAY 21st MARCH 2003	AT 10 AM	INFORMATION AND CUSTOMER SERVICES PORTFOLIO HOLDER MEETING	ROOM 132

Motions to the Annual Meeting of the LGA

The LGA is the membership organisation of local authorities in England and Wales. The LGA Executive is responsible for selecting motions which are debated at the Assembly.

Only Motions which meet the under-mentioned criteria will be considered by the Executive for debate at the General Assembly:-

- (a) The motion calls upon the Association to change its own Constitution or the way it relates to and provides services to its membership;
- Or
- (b) The motion raises issues of national importance to local government -
 - (i) on which the Association does not have a policy and is not already taking action in accordance with that policy; and
 - (ii) asks the Association to pursue a course of action rather than just express a view on an issue.

Those motions which have already received the support of several local authorities e.g. have been agreed by a regional grouping are the most likely to be selected.

All motions from this authority will need to be considered by Cabinet. If you have a motion please contact the Committee Section by **7th April 2003**.

Cancellation of Procurement Seminar – 20th March 2003

Members are informed that, with regret, this Seminar has been cancelled. This decision has been taken due to the low level of interest in the event, and the withdrawal of the speaker from Belfast City Council.

Detailed plans to improve all aspects of the Council's procurement practices are in hand, assisted by the additional fixed term staffing resources agreed as part of the recent budget process. These plans will take account of good practice in other councils, and Members will be provided with updates on progress in due course.

In the meantime, I will be happy to discuss the Council's proposals for improving procurement with any Members who are interested at this stage.

Philip O'Dell, Assistant Director (Exchequer and Resources), phone (01223) 443101 or e-mail: Philip.o'dell@scams.gov.uk

Message from Director of Housing & Community Services Regarding Response Time to Enquiries from Members

Dear Councillor

Following investigation into an internal problem, I have decided that all enquiries from Members should have a response within at least 3 working days. Some issues, particularly on the Community side, will take longer to resolve, but you should expect to receive a holding reply at least in this timeframe.

If any enquiry is not responded to, please raise the issue direct with the appropriate Assistant Director, Simon McIntosh, Kari Greaves or Denise Lewis or with my secretary, Christine Martin.

David Ellis, Director of Housing and Community Services

Proposed Community Development Advisory Group

The Portfolio Holder for Community Development would like to establish an Advisory Group to assist her in monitoring the consultants engaged in reviewing the role of the voluntary sector in South Cambridgeshire. This review will also focus on the relationship between the District Council and voluntary organisations, and explore options that are both effective and sustainable for the future funding and support of such voluntary bodies.

Twenty Councillors have expressed an interest in various community service issues. Would they, and indeed other Members of the Council, please indicate whether or not they would be interested in serving on such an Advisory Group. Membership of the Group, comprising seven Members, will be determined by Cabinet.

If you are interested, please contact Ian Senior in the Committee Section by Friday 21st March 2003. You can either phone Ian on Cambridge (01223) 443028, or send an e-mail to ian.senior@scams.gov.uk

Visit to Donarbon Ltd the Recycling and Composting Facility at Waterbeach

Donarbon Ltd, the recycling and composting facility at Waterbeach, has invited all members for a visit and question and answer session about Donarbon's role in the Council's new waste management strategy. The visit is scheduled for **10am on Friday 11th April** at Donarbon Ltd, Ely Road, Waterbeach. Please let Holly McKenzie (01223 443030 or holly.mckenzie@scams.gov.uk) know by **Friday 4th April** if you are interested in attending.

All attendees are asked to bring Wellington boots and to dress appropriately for the weather, as part of the visit will be outdoors.

Duxford Airfield Management Liaison Committee 7th March 2003

Please note that copies of the Minutes of the Duxford Airfield Management Liaison Committee, held on 7th March 2003, have been placed in the Library, room 107 on the first floor at South Cambs Hall, 9-11 Hills Road, Cambridge.

A Briefing from Daycare Trust the National Childcare Campaign

The following is a summary of a document entitled "Seizing Opportunities Ensuring Every Child Receives a Sure Start".

The Government has a Commitment to end child poverty by 2020.

*The Government's Recent Review of Childcare showed that Childcare can make a positive difference to children, parents and communities and that there is a strong case for the Government to invest in new, good quality childcare, improve and expand existing services and strengthen the role of **local authorities in ensuring delivery**.*

The Government is doubling the childcare budget over the next three years to £1.5 billion by 2005/06 and will be used for

Early education for three and four year olds

250,000 new childcare places by 2006

Setting up children's centres in disadvantaged areas

Supporting 522 Sure Start Programmes in their delivery of Community Based Services

Councillors can help by:

- *Supporting Partnerships in the Community by ensuring these partnerships work well with their Local Strategic Partnership*
- *Ensuring the Local Regeneration Initiatives Support Parents who Work*
- *Ensure that Services are available locally and joined up for families living in disadvantaged areas*
- *Councillors who are school governors and community representatives can ensure that local schools explore the possibility of setting up support in schools*
- *Ensuring that they authority is a family friendly employer*
- *Ensuring that the needs of children and parents are championed locally*

More information is available from the Daycare Trust's web-site www.daycaretrust.org.uk or by phoning them on 020 7840 3350.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

SUSTAINABILITY AND COMMUNITY PLANNING PORTFOLIO HOLDER MEETING

At a meeting held on Thursday, 27th February 2003 at 10.00am

PRESENT:

Councillor JD Batchelor (in the Chair)	Portfolio Holder
Cameron Adams	Strategic Development Officer
Nick Grimshaw	Conservation Manager
Maggie Jennings	Committee Clerk
Simon McIntosh	Ast Director of Housing & Community Services
Clare Roberts	Tourism Officer
Councillor DSK Spink	Leader of Council
Paul Swift	Policy and Review Manager
Jane Thompson	Community Development Partnerships Manager

Apologies for absence were received from Iain Green and Councillor JP Chatfield.

1. MINUTES

- 1.1 The Group approved the Minutes of the meeting held on 21st November 2002, subject to the following amendment:

Deletion of the words 'within the CIPs process' – minute 4.1 refers.

2. MATTERS ARISING

- 2.1 Minute 4.1 (Arbury Camp) – The group noted that a Steering Group meeting would be held on 14th March to discuss existing facilities in the area. It was also noted that consultants had produced a report for the City Council on facility requirements around the City and that they were willing to share the contents of the report with this Council. As most of the land was within South Cambs, this Council would be taking a leading role in future discussions.
- 2.2 Minute 6 – The group noted that the recommendations contained in the Sustainability Best Value Review had been endorsed by Scrutiny Committee.
- 2.3 Minute 5.5 – CA reported that unfortunately, he had been unable to secure sponsorship to reduce production costs of the sustainability calendar.

3. LOCAL STRATEGIC PARTNERSHIPS LIBRARIES PROJECT

- 3.1 SM reported on the progress of the LSP Libraries Project as follows:

- Representatives from Gamlingay, Fulbourn and Bassingbourn were not in attendance at the meeting held on 17th February at Little Downham
- The County Council and LSP would consider alternative plans for a library service in the villages affected following the consultants recommendations, due to be completed by 28th April
- Secure premises and groups of volunteers would be required, together with the support of the Parish Councils, should alternative buildings be found
- The possibility of funding from the Local Enterprise Board may be pursued

- Capital funding may be required for improvements to the buildings housing the library service

3.2 It was noted that County Council were offering £3000 for each of the libraries affected by the library closures and that they would provide initial training on the aspects of e-government.

4. VILLAGE MOBILE WARDEN GRANTS

Histon and Impington Mobile Warden Scheme

4.1 The Chairman of the Steering Committee had requested consideration of a grant towards the formation of a Mobile Warden Scheme in Histon and Impington. The application was fully supported by Councillor Chatfield. The Portfolio Holder

AGREED that a start-up grant of £2000 be approved from the 2003/04 budget.

4.2 Grants paid out of Virement within 2002/03 Budget

The Portfolio Holder **AGREED** that the following grants, previously authorised from the 2003/04 budget, be approved from within the 2002/03 budget:

Cottenham	£250
Harston	£1250
Haslingfield	£250
Comberton	£500
Meldreth	£100

4.3 It was noted that no further communication had been received in respect of a mobile warden scheme at Lt/Gt Abington. It was however suggested that they may join the Linton scheme.

5. REPORT OF THE STATEGIC DEVELOPMENT OFFICER

Cambourne Wind Turbine Feasibility Study

5.1 It was noted that the project was subject to the agreement of developers releasing land for the scheme.

Energy Saving Trust (EST) Feasibility Study

5.2 It was noted that the feasibility study had been submitted.

Peri-Urban Landscape Scenes (PULSE) EU Application

5.3 In addition to the information provided in the report, SM informed the meeting that an eastern area of Arbury Camp had been earmarked for a nature reserve and it was understood that an access route adjacent to the proposed rapid transport route would be landscaped.

South Cambs Climate Change Consultation Exercise – 28th March 2003

5.4 It was noted that BMG Consultants would select 40 residents from across the district to take part in the consultation exercise to be held at South Cambs Hall or one of the meeting rooms at St Pauls Church.

South Cambs Refuse Fleet Specification

- 5.5 CA reported that as a result of the meeting between the Commercial Director and a representative from Greenenergy it was unlikely that Greenenergy would match the existing cost of diesel provided to the authority, however should GlobalDiesel, provided by Greenenergy be used, it would reduce carbon dioxide emissions by 5%.

6. TOURISM UPDATE

- 6.1 CR reported that work had commenced on producing a short break brochure, funded by this Council, which contained graded establishments. CR was also working to achieve higher gradings for other establishments in order to attract more visitors to the area. The County Council had also been approached requesting consideration of concessionary tickets to be made available for visitors staying in bed and breakfast establishments in order to encourage them to use the Park and Ride service.
- 6.2 A Bed and Breakfast Seminar for new and established landladies would be held in March to discuss, in particular, marketing and public liability.
- 6.3 A walking map was currently being developed in conjunction with the County Council and would include:
- distances between walks
 - health information
 - visitor attractions in the district, including Milton Country Park
- 6.4 It was noted that the developers at Cambourne had produced a map containing walks in the area. **CR** undertook to obtain a copy.

7. ANY OTHER BUSINESS

- 7.1 There was no other business.

8. DATES OF FUTURE MEETINGS

- 8.1 It was noted that future meetings of the Sustainability and Community Planning Portfolio Holder would be held on:
- 8.2 Wednesday, 26th March 2003 at 10am in CR1
Tuesday, 29th April 2003 at 10am in CR2

The meeting closed at 11.15 am

DECISIONS MADE BY PORTFOLIO HOLDERS

Decisions Made By Portfolio Holder For Sustainability and Community Planning

Subject	Decision	Reason
Mobile Warden Grants	To Award the Following Start-up Grant: Histon £2, 000	To provide start-up funding to help establish a new scheme
	To Award the Following Grants to Existing Schemes: Cottenham £250 Harston £1,250 Haslingfield £250 Comberton £500 Meldreth £100	To provide funding towards the running costs of schemes

Decisions Made By Portfolio Holder For Housing

Subject	Decision	Reason
Housing Investment Programme – Assessment Consultancy Services	To agree a virement of £2,795 from the funding available within the Homelessness budget for 2002-2003	To enable the Council to subscribe to the Housing Strategy Centre for Excellence service, and to engage the Centre’s consultants on a four day “health check” of housing strategy and enabling functions.

Subject	Decision
Best Garden Competition	<p>(1) that the prizes for the 2003 competition be reaffirmed as being £75 (first prize), £50 (second) and £25 (third);</p> <p>(2) that the 2003 competition proceed only if the number of entrants is thirty or more;</p> <p>(3) that the only category in 2003 should be “Best Kept Garden”, and that the categories for Best Sheltered Housing Garden and Best Vegetable Garden should not be included in this year’s competition; and</p> <p>(4) that the current competition rules be relaxed, so that only first prize winners from the previous one year (rather than the previous three years) should be prevented from participating.</p>

Subject	Decision	Reason
Out of Hours Payment: Homelessness Service	To award an inflationary increase in the stand-by payments made to staff covering the out-of-hours homelessness service in line with that approved within Environmental Health with effect from 1 April 2003	The scheme approved by Cabinet last year for the Environmental Health out-of-hours service has also applied to staff in the Milton Country Park team as they are

		required to maintain emergency cover out of normal office hours. An increase in the stand-by rates paid to staff in Environmental Health has been approved for introduction on 1 April 2003.
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Subject	Decision
No. 10 Green End, Gamlingay – Nomination Agreement	The Portfolio Holder endorsed the Agreement, and AGREED to sign it on behalf of South Cambridgeshire District Council.

Subject	Decision	Reason
Sale of Council land, Chaston Road, Great Shelford	to approve the disposal, subject to valuation, of land off Chaston Road, Great Shelford (as shown on the plan attached to the report) to the owner of 54 Birch Trees Road, Great Shelford for garden use only.	To realise a small capital receipt for the Council and ensure that the land is maintained in a more tidy condition than would otherwise be likely.
Church Street, Great Eversden	not to sell the land off Church Street, Great Eversden (as shown on the plan attached to the report), or to lease the part cross-hatched on the plan to the owner of Walnut Tree Cottage (following consultation with the current lessee), and to retain the entire site in District Council ownership.	(1) Development potential for affordable housing (2) relation to the Green Belt (3) Community interest.

Subject	Decision	Reason
Licence To Use Council Land, 1 Cambridge Road, Balsham	The Portfolio Holder RESOLVED to grant a licence, to 1 Cambridge Road, Balsham, subject to the area being kept tidy and to appropriate Conditions relating to fencing and maintenance of the woodland to the satisfaction of the Council.	(1) to improve the appearance of the land (2) to help prevent vandalism (3) to maintain the site's wooded character (4) to relieve the Council of a maintenance liability.

Subject	Decision	Reason
Application For Vehicular Right Of Way	The Portfolio Holder RESOLVED not to grant a vehicular right of way from Brickhills into land to the rear of no. 47 Church Street, Willingham.	(1) possible increase in traffic using Brickhills (2) possible obstruction of vehicles turning in the car park area (3) possible greater likelihood, in the long-term, of development to the south of Brickhills.

Subject	Decision
Update on the Redevelopment of Sheltered Bedsits	<p>(1) that changes be made to the original Strategy for redevelopment of the bedsits to allow sites to be developed individually;</p> <p>(2) that the Council select as partners for such individual sites Registered Social Landlords that had relevant experience and the capacity to deliver recommended schemes; and</p> <p>(3) that the schemes proposed in the report be endorsed in principle, and investigated further in consultation with local Members.</p>

Decisions Made By Portfolio Holder For Community Development

Subject	Decision	Reason
Out of Hours Payment: Milton Country Park	To award an inflationary increase in the stand-by payments made to staff covering the out-of-hours Milton Country Park in line with that approved within Environmental Health with effect from 1 April 2003	The scheme approved by Cabinet last year for the Environmental Health out-of-hours service has also applied to staff in the Milton Country Park team as they are required to maintain emergency cover out of normal office hours. An increase in the stand-by rates paid to staff in Environmental Health has been approved for introduction on 1 April 2003.

Subject	Decision	Reason
Sports Development Grant	To award a Sports Development Grant (SD13) of £4,320 to Comberton Village College.	To purchase exercise equipment to develop the Exercise for Health scheme.

Grant Agreed by Community Development Partnerships Manager

Applicant	Description	Reason
Cottenham Out of Schools Unit	Awarding of an Arts Project Grant of £1125 to Cottenham out of Schools Unit for Training and professional support to make an Anti drugs campaign video with original music Jan – Mar 2003	The group will not only have to discuss the problems of drugs in detail but will learn film making skills to create a professional produced video. Following the premiere of the video, the young people will use it to educate their peers in youth clubs and schools

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 19th March 2003**. All decisions not called in by this date may be implemented on Thursday 20th March 2003.

Any member considering calling in a decision made by Cabinet is requested to contact the Committee 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 Committee Procedure Rules', paragraph 12.