



# SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL COUNCILLORS' BULLETIN – ISSUE DATE 4<sup>TH</sup> JUNE 2003

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## **IMPORTANT INFORMATION FOR COUNCILLORS**

		<b><u>COMMITTEE MEETINGS</u></b>			
<b>FROM 9<sup>th</sup> – 13<sup>th</sup> JUNE 2003</b>					
<b>THURSDAY 12<sup>TH</sup> JUNE 2003</b>		<b>AT 2:30 PM HEALTH SCRUTINY PANEL</b>		<b>COMMITTEE ROOM 1</b>	

### **Cabinet: Cancellation of 19<sup>th</sup> June and 3<sup>rd</sup> July 2003, replaced by 27<sup>th</sup> June 2003**

Please note that the Cabinet meetings on Thursday 19<sup>th</sup> June and Thursday 3<sup>rd</sup> July have been cancelled and as a consequence an additional Cabinet meeting will be held on Friday 27<sup>th</sup> June 2003 at 10am.

### **Climate Change Survey**

There is an item on the Council's website asking our residents to complete an online questionnaire regarding climate change in our District.

<http://www.scams.gov.uk/scams/council.nsf/pages/climatechange.html>

It relates to our authority signing the Nottingham Declaration for Climate Change in early 2002, which commits the Council to developing a community strategy for climate change by Dec 2002. Clearly that deadline has been missed but Cameron Adams, Strategic Development Officer is hopeful we can complete by the end of 2003.

The questionnaire will enable the Council to canvas the views and opinions our residents, which is an essential requirement of the declaration. The survey is being coordinated by Cambridgeshire County Council (who are a fellow signatory) and they will provide this Council with the results for our District. This committee web site provides a link to the County Council's site.

There has also been a feature article in the "Cambridge Evening News" about climate change, which refers to the questionnaire:

<http://w3.cambridge-news.co.uk/news/story.asp?StoryID=28042>

### **Training Courses:**

<b>Name of Course</b>	<b>Description</b>	<b>Date and Venue</b>
Local Authority Futures... The Next Ten Years	Participant will learn what councils around the country are doing to prepare for the future, how to extend existing strategies with new ideas, and new ways to 'manage' the future. The following issues will be examined: <ul style="list-style-type: none"><li>• Possible future scenarios</li><li>• Environmental scanning</li><li>• Whole system approaches</li><li>• Present and future trends</li><li>• How to create strategies that have an impact</li></ul>	Friday 1 <sup>st</sup> August 2003 at Grays Inn Road, London

If you are interested in the above course please contact Patrick Adams on (01223) 443408 or [patrick.adams@scams.gov.uk](mailto:patrick.adams@scams.gov.uk)

## INFORMATION AND CUSTOMER SERVICES PFH

Meeting held on the 28th May 2003 at 11.30 a.m.

PRESENT: Councillors JD Batchelor and Mrs DSK Spink

GJ Harlock                      S Carroll (for item 3)  
SC May                              M Wylie

### 1. APOLOGIES FOR ABSENCE

JS Ballantyne.

### 2. MATTERS ARISING FROM PREVIOUS MEETING

SCM provided JDB with the summary of the new Members' Allowances Regulations circulated at the last meeting. **NOTED** that the Council could only offer pensions to councillors on the recommendation of the independent panel.

Some investigations were to be carried out prior to a report to Cabinet. The independent Panel would then be recalled. **SCM**

### 3. COMMUNICATIONS ISSUES

JDB requested that his portfolio holder meetings be minuted and published on the Bulletin. **SCM**

SC circulated a progress report on communications issues and commented:

- there had also been a radio interview by Cllr Mrs Spink on the A428 dualling
- "Know Your Councillor" was to be issued with South Cambs Magazine, and new photographs were being sought for some councillors; scamb's email addresses were to be used
- publicity on the new waste management arrangements was to be launched in July, including an 8 page pull-out in South Cambs Magazine
- advertising in South Cambs Magazine paid for 2 extra issues, and it was hoped the magazine would be self-funding next year
- there was to be a feature on one portfolio holder in each issue of South Cambs magazine, beginning with Planning and Economic Development
- responses to the readers' survey were still arriving

It was noted that David Ball, one of the owners of Q103, was on the LSP Partnership Board.

JDB asked how the level of park and ride charges related to those for city centre car parking. SC to find out. **SC**

It was suggested that a copy of Cllr Hall's book on the history of Bar Hill should be obtained for the library if not already available. **SC**

### 4. ICT UPDATE

#### Best Value Performance Plan

MW circulated the ICT extract from the draft BVPP and it was noted that portfolio holders had been emailed a request from the Policy Team to consider their own priorities for their services. It was further noted that areas where no targets were yet set were awaiting the results of a SOCITM exercise. These figures had now been received and this Council's support costs per work station were a little above average. Further noted that three councillors remained without email. **SCM**

**AGREED** that the plans include reference to the Council's bid for broadband funding  
**MW**

JDB was asked to forward any further comments to Ian Salter.

#### ITNET

It was noted that the final results of the customer satisfaction survey were still being collated, but the results to date were circulated. These indicated a drop in overall satisfaction since a survey taken in 2002. The overall response was disappointing, but higher than 25% of active users. There were only 6 responses from Members, but it was thought possible that they did not make much use of ITNET.

MW would look at the overall responses and the answers to individual questions at the monthly review meetings with ITNET. Other meetings were held quarterly at director level, the April meeting being an annual review.

**AGREED** JDB to be involved in the annual review.

It was suggested that in any similar future exercise the form should:

- provide for the number of contacts with the help desk to be recorded
- allow the source of help to be distinguished

### **5. CASCADE PROJECT – UPDATE**

It was noted that

- the County Council had gone live with the contact centre today
- wheeled bin enquiries were to be dealt with by the contact centre from July
- the public release of the portal would be August
- other South Cambridgeshire services would be added in December
- the final costed Statement of Work was expected by the end of the week
- Directors had been asked to identify potentially affected posts by the end of the week
- arrangements were being made for a fast link to the County

Concerning a visit by Cabinet to the contact centre, it was noted that JDB had a meeting there on 18th June and that the CCA was due to visit on the same day. It was therefore agreed to investigate whether the rest of Cabinet could be accommodated on the same day.  
**MW/SCM**

### **6. BROADBAND – UPDATE**

It was noted that the decision on grant bids was due in June. The Council's bid was fairly unusual in being district wide. If it were successful, the next issue would be determining priorities. DSKS would try to raise the matter with Lord Sainsbury on 6th June.

JDB confirmed that his interest was in achieving project dates, not day to day involvement.

MW reported an invitation to the 3rd birthday celebrations of Ukvillages.co.uk, based in Haslingfield.

### **7. ICT – LONGER TERM FINANCIAL PLANS**

MW outlined how he tracked spending on ICT projects, and the relationship between the financial projection 2002-09 and the Estimate Book. This was not always obvious

because of the high element of recharges. The relevant Estimate Book pages were noted to be B4, K3 and L5.

**8. FORWARD PROGRAMME**

The one relevant item on the forward programme from June was noted to be the Access to Services review. Its current status was not known, but a meeting of the review group was due on the 16th June. JDB was advised that he needed to keep a watching brief on the review and up to date with the recommendations.

**9. ANY OTHER BUSINESS**

JDB agreed to attend a new e-Government update seminar run by SOCITM on 22nd July in Birmingham for e-champions, at a cost of £290.

**10. DATE OF NEXT MEETING**

Friday 11th July at 10.00 a.m.

The meeting closed at 1.05 p.m.

## DECISIONS MADE BY PORTFOLIO HOLDERS

### Decision Made By Environmental Health Portfolio Holder

Subject	Decision	Reason
Replacement Excavator to help with the Awarded Watercourses	To purchase second-hand Atlas Hydraulic Excavator from Atlas Terex Ltd at a cost of £32,000. Additionally to purchase new weeding basket and carry out adaptations to excavator at a cost of approximately £4,500	This option offers best value for money

### Decision Made By Resources and Staffing Portfolio Holder

Subject	Decision	Reason
Housing Benefits Backscanning Order Approval Request	To Grant Approval to Award the Contract for this Work to Anite, <i>without going out to tender.</i>	The backscanning work is a logical extension of the system implementation awarded to Anite. Anite will scan the documents using the same system as the Council without any additional conversion work.

Please note that this was a joint decision taken with Information and Customer Services portfolio holder, which was published in last week's bulletin as a decision taken by the Information and Customer Services portfolio holder but without the text that is in italics.

## GENERAL INFORMATION ITEMS

### Grant Agreed by Community Development Partnerships Manager

Applicant	Description	Reasons
Natalie Fletcher	Awarding a £50 Talented Young Person Grant (TYP07) towards the setting up of a Guide camp in Austria	The experiences Natalie gains would be passed onto the 2 <sup>nd</sup> Linton Guides.
Cottenham Village College	Awarding a £850 Community Safety Grant (CS08) to undertake a project with young people using video about the dangers of taking drugs.	<ul style="list-style-type: none"> <li>• Discussion around drugs and challenging the behaviour of young people at risk of using drugs.</li> <li>• Producing a film that can be shown to other young people to promote discussion around drug taking.</li> </ul>

### Grants Agreed by Conservation Manager

#### **War Memorial Grants:**

Applicant	War Memorial	Description
Guilden Morden Parish Council	The War Memorial, Church Street, <b>Guilden Morden</b>	£1000 Grant (GWM/2/02) for dismantling, rebuilding, cleaning and re-enamelling the inscriptions
Grantchester – Parochial Church Council	The War Memorial, High Street, <b>Grantchester</b>	£ 250 Grant (GWM/1/03) (Phase 1) for cleaning and checking the structural stability.
Balsham – Parish Council	The War Memorial, Church Lane, <b>Balsham</b>	£1000 Grant (GWM/2/03) for cleaning the cross, cleaning and repairing the plinth, repointing the joints and recutting the lettering.

#### **Historic Building Grants:**

Applicant	Description	Reasons
Haslingfield - Parish Council	Boundary Wall, Wellhouse Meadow, Broad Lane, <b>Haslingfield</b>	£772 (25%) Grant (G/31/02) for repairing and rebuilding the boundary wall
Mr. M Maude	Bumble Bee Cottage, High Street, <b>Abington Pigotts</b>	£1342 (10%) Grant (G/32/02) for rethatching the front roof slope, repairing the rear slope, ridding and rewiring the longstraw thatched roof
Ms. R James	4 Long Row, <b>Boxworth</b>	£1100 (10%) Grant (G/34/02) for rethatching, ridding, and rewiring the longstraw thatched roof
Drs. TJ & J McCann	The Lodge, 28 Fowlmere Road, <b>Shepreth</b>	£400 (10%) Grant (G/1/03) for repairing, ridding and rewiring the water reed thatched roof.

#### **Grant Monies Recovered or Not Paid To Be Returned To The Fund:**

Grant Number	Description	Amount Recovered
G/28/96	30 Station Road, <b>Over</b>	£11527 (recovered on sale).



G/10/99	St. Nicholas Churchyard, <b>Arrington</b>	£286 (works to railings not carried out - grant expired)
G/5/00	Chapel View Cottage, West Wickham Road, <b>Horseheath</b>	£240 (works not in accordance with grant offer)
G/13/00	St Catherines Churchyard, <b>Litlington</b>	£75 (works to boundary wall not in accordance with grant offer - grant expired)
G/28/01	81 High Street, <b>Landbeach</b>	£320 (grant not paid - property sold)

### **Scheduled Monument Status**

The following archaeological sites within the District have been assessed by English Heritage and given Scheduled Monument status this month:

- Long Barrow and enclosure, Copley Hill Farm, **Babraham**
- Moated site in Moyne's Wood, **Abington Pigotts**
- Moated site in Boybridge Grove, **Abington Pigotts**

### **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 **Wednesday 11<sup>th</sup> June 2003 at 5pm**. All decisions not called in by this date may be implemented on **Thursday 12<sup>th</sup> June 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.