



# **SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL COUNCILLORS' BULLETIN – ISSUE DATE 20<sup>th</sup> AUGUST 2003**

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## IMPORTANT INFORMATION FOR COUNCILLORS

		<b><u>COMMITTEE MEETINGS</u></b>			
<b>FROM 26<sup>TH</sup> TO 29<sup>TH</sup> AUGUST 2003</b>					
<b>FRIDAY 29<sup>TH</sup> AUGUST 2003</b>		<b>AT 2 PM</b>	<b>RESOURCES AND STAFFING PORTFOLIO HOLDERS MEETING</b>	<b>ROOM 132</b>	

### Training Course:

<b>Name of Course</b>	<b>Description</b>	<b>Date and Venue</b>
"Scrutiny in the Raw" – a Scrutiny Conference	Includes key note speakers, group discussions and a choice of attending for of the following masterclasses: <ol style="list-style-type: none"><li>1. Engaging with the public – effective ways of involving the public in scrutiny</li><li>2. Scrutinising budgets – does it all add up for you?</li><li>3. Latest on health scrutiny – what's new and key issues</li><li>4. Member involvement and skills for scrutiny – are you in control?</li></ol>	Friday 24 <sup>th</sup> October 2003 at the Thurrock Council, Thurrock

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)

### Minutes of County Council's Full Council Meeting on 8<sup>th</sup> July 2003

To access the minutes of the County Council's Full Council meeting on 8<sup>th</sup> July 2003 please access the County Council website on [www.cambridgeshire.gov.uk](http://www.cambridgeshire.gov.uk), click on "About the Council", then "Cabinet, councillors and council meetings" then "Agendas, Minutes and Reports" then "Agendas and Minutes" in the drop down menu select "County Council" and then click on date "08/07/2003". Alternatively, the minutes can be accessed by typing the following in the address bar.

[http://www2.cambridgeshire.gov.uk/db/reprack.nsf/e0c624b01b2e9ade80256b14004eb73b/80c4a4a1c525729780256d550033e76b/\\$FILE/ccl0307.doc](http://www2.cambridgeshire.gov.uk/db/reprack.nsf/e0c624b01b2e9ade80256b14004eb73b/80c4a4a1c525729780256d550033e76b/$FILE/ccl0307.doc)

### 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 27<sup>th</sup> August 2003 at 5pm**. All decisions not called in by this date may be implemented on **Thursday 28<sup>th</sup> August 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.

## **SOUTH CAMBRIDGESHIRE STRATEGIC PARTNERSHIP BOARD: NOTES**

**Date:** 15 July 2003

**Time:** 1405h – 1630h

**Place:** South Cambridgeshire Hall, Hills Road, Cambridge

**Present:**

Councillor D Spink (Chairman)	South Cambridgeshire District Council
Councillor R Collinson	South Cambridgeshire District Council
Councillor J Reynolds	Cambridgeshire County Council
Det Supt M Campbell	Cambridgeshire Constabulary
D Spreadbury	Voluntary Sector Representative
R Rogers	South Cambridgeshire PCT
(substituting for S Hind)	
D Kanka	South Cambridgeshire PCT
I Cowley	Faith Representative

**In attendance:**

J Ballantyne	South Cambridgeshire District Council
S McIntosh	South Cambridgeshire District Council
I Stewart	Cambridgeshire County Council
D Cooper	Cambridgeshire County Council
L Bailey (Secretary)	Cambridgeshire County Council

**Apologies:**

S Hind	South Cambridgeshire PCT
C Brown	Anglian Water
K Barrant	CALC

### **ACTION**

#### **1. INTRODUCTIONS**

The Chief Executive of South Cambridgeshire District Council welcomed Councillor R Collinson and R Rogers to their first meeting and explained that this was the first meeting of the full Board.

#### **2. ELECTION OF CHAIRMAN**

Councillor D Spink was elected Chairman of the full Board for the current year.

#### **3. NOTES OF THE MEETING OF THE SHADOW BOARD OF 20 MAY 2003 AND MATTERS ARISING**

The notes of the meeting of the Shadow Board held on 20 May 2003 were agreed as a correct record

#### **Matters Arising**

##### ***Note 2 – Matters Arising***

##### ***Community Strategy Project Plan***

It was reported that, according to advice received, the government still planned to issue a draft of the Planning and Compensation Bill in April 2004. The new guidance was likely to make it easier to secure planning gain from

the S106 process.

#### *Progress on Alternative Library Services*

It was noted that community groups for all six libraries were progressing their projects successfully, either using existing or alternative premises, and some applying for shelving funding.

#### *GP Contract Arrangements*

Dr Kanka reported that GPs had voted in favour of the new national contract arrangements, and that South Cambridgeshire PCT had set up a project team to implement these. Those parts not requiring legislation could be implemented immediately, while other provisions would not come into force until later. The PCT would keep the LSP informed on the effects locally.

D Kanka

#### *Timetable for Arbury Camp Report – Community Facilities*

The Board was informed that the Cambridge City LSP had agreed in principle to form a mechanism for liaising on linked activities. However, due to timetabling difficulties a meeting was not likely before the autumn. In the meantime, it was proposed to explore a potential agenda at officer level. It was also reported that the proposed development had now received outline planning permission.

It was agreed that all Board members be contacted regarding their potential interest in serving on a joint board with Cambridge City LSP. (See also note 8 below.)

S McIntosh

#### **Note 3 – Constitution for the South Cambridgeshire Partnership**

It was reported that the Cambridgeshire Association of Local Councils had nominated K Barrand as a member of the Board.

The South Cambridgeshire Youth Parliament now had a support worker, Hugh Govern-Thurkell, who would be contacted regarding the nomination of a representative.

S McIntosh

It was hoped that a representative from the Village Colleges would be nominated before the next meeting.

S McIntosh

#### **Note 8 – Linking Parish Plans to the LSP**

The Board was informed that there were a number of plans already in existence, although none had been completed. It was also reported that at the County Council's Liaison Meeting with Local Councils that morning, parishes had undertaken to submit plans, which would be forwarded to the LSP when received. (See also note 7 below.)

I Stewart/  
D Cooper

#### **4. CONSTITUTION FOR THE SOUTH CAMBRIDGESHIRE STRATEGIC PARTNERSHIP**

The Board agreed the revised Terms of Reference and Constitution, subject to the following amendments:

- Delete references to the "Shadow Board"

- Under “Structure of the Partnership”, second paragraph, last sentence to read:  
*“Other members may be co-opted on to the Board on the basis of a special interest”*

It was also agreed to defer consideration of the election of a Vice-Chairman to the next meeting. S McIntosh

## 5. DRAFT COMMUNITY STRATEGY AND PRIORITIES FOR LSP BOARD

The Board received a report outlining the draft Community Strategy in its current stage of development and proposing an initial range of 12 areas of Community Strategy Objectives that could be explored further in relation to a Public Sector Agreement and which could become a focus for the Board’s work programme. The areas had been identified on the basis of their need for joint work through an LSP and where the biggest difference could be made in terms of added value. Members of the Board were now asked to identify which of these objectives should become a focus for its own work programme, with the remaining priorities to be delegated to the Officer Steering Group and thematic partnerships.

Board members then discussed the role of the LSP in taking identified objectives forward. It was felt that thematic partnerships might be better placed to identify some of the areas that could be progressed, with the Board addressing those issues where there was no other mechanism. Other members expressed the view that the Board’s central role was about identifying potential contributions from individual partners. It should be looking at how authorities could contribute where they could not deliver on their own. While the LSP itself was not in a position to provide services, it could help set up schemes, joining up services, and also help avoid duplication. Its role should also be to highlight good, joined-up practice, like that operating at Cambourne, and promote elsewhere.

A key issue for the LSP would be how the overall community strategy fitted in with the plans of the thematic partnership. More work would need to be done in this area, especially for making clearer the thematic groups’ accountabilities to the LSP, and the Board’s role in overseeing that the thematic programmes were achieving the overall objectives of the community strategy.

Board members felt that a key objective for the LSP to take forward was developing sustainable communities, especially with regard to strengthening the LSP’s hand in dealing with developers. In general, developers welcomed LSPs’ input in helping to identify what was needed. This process should include the voluntary sector, who, although key providers of services in the community, had tended to be excluded in the past

Other areas highlighted for further work by the Board included:

- improving provision for hard-to-reach groups
- supporting the creation of affordable housing
- working with schools, perhaps initiating a district-wide schools project, and promoting better integration between health and schools

To help it agree an initial range of objectives, the Board requested that further information in the following areas be provided for the next meeting:

- a list of areas where new intervention might help struggling existing mechanisms Officer
- an outline “directory” of thematic groups, their work plans, membership and contacts Steering
- a list of identified ways in which each of the partner organisations can help to move the 12 objectives forward, including other players involved Group

It was noted that a further report would be brought to the September meeting outlining a more complete version of the Community Strategy and firmer proposals for PSA targets linked to it. Officer  
Steering  
Group

## 6. **TIMETABLE AND PROCESS FOR FINALISING THE COMMUNITY STRATEGY**

It was reported that it would not be possible to produce the final version of the Community Strategy by September, as some of the consultation work necessary had only been undertaken in August. A near-final version would be produced in September for endorsement by partners and for final agreement in October.

## 7. **PARISH PLANS PROPOSAL**

The Board considered a report setting out the proposed details on how to take forward the Parish Plans initiative. The proposal was to issue a guidance document for parishes wishing to undertake a Parish Plan, to avoid raising expectations unreasonably. The preparation of this guidance was proposed as part of the Community Strategy. On the basis of this guidance, Cambridgeshire ACRE with the Countryside Agency would undertake the large majority of Parish Plan work. A key part of the guidance would concern land use planning so that the Parish Plan produced could then work clearly within the planning framework and help guide future development. A sub-group of the LSP Officer Steering Group would oversee the Parish Plans work and would report each year to the LSP Board on progress and outcomes.

The Board supported the proposal and felt that Parish Plans would be a useful mechanism for letting the LSP know what people’s expectations were. With regard to progress reports to be made each year, it was felt that these should include reviews of outcomes specified in advance. There was also some concern expressed about the possible financial implications if a large number of Plans were being produced at the same time.

The Board agreed to support the recommendations for the process of Parish Plan development as outlined in the report, subject to the addition of outcome review criteria for annual progress reports. S McIntosh

(D Spreadbury declared a personal interest in this item under Section 8 of the Code of Conduct because of being Chairman of Cambridgeshire ACRE)

## 8. **PROJECT MANAGEMENT FOR THE ARBURY CAMP DEVELOPMENT**

The Board received a report on the process being undertaken to develop

community facilities for the Arbury Camp development. Because of the complex nature of the development process on this city fringe site, it was proposed to establish dedicated project management on behalf of the partnership, to co-ordinate the work of service providers and establish the community facilities and services needed for the residents of the new development. The means of funding and securing a post to undertake this role was being investigated, involving key LSP partners and the developers.

Members of the Board stressed the importance of this project, which would bring together most of the issues identified as key objectives in the community strategy. The project was a precursor for many future developments and presented an opportunity for the LSP to turn it into something of real benefit to the community and the wider area, including neighbouring villages. The LSP would need to ensure that services were designed for people's needs. This was a particularly important issue for the South Cambridgeshire and City PCTs, as people who would live on the new development were likely to register with City practices.

The Board felt that the proposed project manager would need to be at a high enough level to be able to influence developer and agencies. A similar approach was likely to be needed for future developments, such as that at North Stowe.

It was also suggested that a joint meeting of the South Cambs and City LSPs and PCTs might be helpful at a future date. S McIntosh

It was agreed to support the principle of a Community Project Manager post for the Arbury Camp development, as outlined in the report, with a progress report to be considered in September. S McIntosh

## **9. ANY OTHER BUSINESS**

### *Voluntary Sector Forum*

The Board noted, in response to a question, that the need for a voluntary sector forum was recognised. It was reported that there was already a health-orientated forum for voluntary organisations, which might be extended to include the voluntary sector district-wide. It was agreed to explore this issue further. S McIntosh

## **10. DATES OF FUTURE MEETINGS**

The dates of meetings for the coming year were agreed as follows: M Rowe

2 September 2003  
7 October 2003  
2 December 2003  
3 February 2004  
6 April 2004  
1 June 2004

## **OFFICER DECISIONS REPORTED FOR INFORMATION**

### **Grant Agreed by Community Development Partnerships Manager**

Applicant	Decision	Reason
A 9 year old from Melbourn who has chronic Fatigue Syndrome	To award a £500 Talented Young Sports Performer Grant (TYSP01) to support diving at a national level	To fund the cost of attending competitions and training in the UK