



SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL COUNCILLORS' BULLETIN – ISSUE DATE 8TH OCTOBER 2003

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CABINET – 2ND OCTOBER 2003

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IMPORTANT INFORMATION FOR COUNCILLORS

<u>COMMITTEE MEETINGS</u>			
FROM 13TH TO 17TH OCTOBER 2003			
			
TUESDAY 14TH OCTOBER 2003	10 AM	JOINT MEETING DEVELOPMENT AND CONSERVATION CONTROL COMMITTEE/ PLANNING POLICY ADVISORY GROUP (ON LOCAL DEVELOPMENT FRAMEWORK)	COUNCIL CHAMBER
THURSDAY 16TH OCTOBER 2003	10 AM	CABINET	COUNCIL CHAMBER

Training Courses

Name of Course	Description	Date and Venue
Health Scrutiny Workshop and Scrutiny Network	The Health and Social Care Act 2001 introduced a formal process of scrutiny of NHS organisations by local government. This workshop will identify the key themes in the NHS suitable for Scrutiny.	Friday 13 th November 2003 Tuesday 3 rd February 2003 Thursday 27 th May 2004 All at the University of Manchester.

More details on the above course can be found by contacting Patrick Adams, on (01223) 443408 or patrick.adams@scams.gov.uk

Annual Insurance Renewal

The Resources and Staffing Portfolio Holder noted that Management Team in considering the Annual Insurance Renewals had agreed:

- (a) to increase both the Public Liability Policy and Employers Liability Policy from £10m to £20m, with a net increase in premium of £6,787
- (b) to increase the excess on the Contract Hire Vehicle Policy from £25 to £100 per claim, with a consequent saving in premium of £1,229

Staff Car Scheme

The Portfolio Holder noted that Management Team in considering the Staff Car Scheme had agreed to purchase legal expenses/uninsured loss recovery at £6.50 per vehicle.

County Council Minutes

The agenda/minutes for the above meeting has been published on the Internet. Please click on the link below to access:

<http://www2.cambridgeshire.gov.uk/db/reprack.nsf/e0c624b01b2e9ade80256b14004eb73b/1f557cad6d5eac0c80256d98004cc2a1?OpenDocument>

If you experience any problems opening the link, the agenda can be found at the following:
<http://www.cambridgeshire.gov.uk/>

Minutes of Cambridge City Airport Consultative Committee on 4th September 2003

The minutes of the Cambridge City Airport Consultative Committee are available from the Library (1st floor, South Cambridgeshire District Council HQ). The minutes detail the adoption of a new constitution and a new complaints procedure.

Future meetings will be held on:

- 8th January 2004
- 13th May 2004
- 2nd September 2004

Wheeled Bin Hotline

Please note that the **0845 6500280** hot line is for wheeled bins and not for services in general.

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 15th October 2003 at 5pm**. All decisions not called in by this date may be implemented on **Thursday 16th October 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 CAMBS ARTS NETWORK MEETING
(formerly Arts Network 10)

Thursday 25th September 2003, 12 noon
 Cottenham Village College

PRESENT -

Andy O'Hanlon	South Cambridgeshire District Council
Stephanie Hogger	South Cambridgeshire District Council
Claire Townsend	Cambsdance
Donna Young	Cambridge Arts Theatre
Carrie Carruthers	Junction/CDC
Geoff Redhead	Cottenham Village College
Karen Stamper	Linton Village College
Lorraine Chitson	Curwen Print Study Centre
April Martin	Cottenham/ Swavesey Patch
Emma Bell	Work Experience student
Andrew Hunter	Wysing Arts
Dan Schumann	ADC Sawston patch
Gillian Perkins	Cambridge Music Festival
Barbara Isherwood	Bassingbourn Village College
Claire Robson	ADC Melbourn/Bassingbourn patch
Lorraine von Gehlen	Cross Border Arts
Trish Sheil	Cambridge Film Consortium
Kathie Neal	Circle Link Schools
Paul Feasey	Comberton/Bassingbourn/Melbourn

APOLOGIES –

Diana Cook	Comberton Village College
Paul Russ	Cambsdance
Kate Lawrence	Arts in Cambs on Tour
Pat Piggott	Bassingbourn Village College

	AGENDA ITEM	ACTION
1.	<p><u>Minutes from the previous meeting (Melbourn, 3rd June 2003)</u></p> <p>Thanks went to Cottenham for hosting the meeting.</p> <p>There were two corrections to the minutes. Lorraine von Gehlen had been missed off the list of those present. Cambridge Film Consortium had two separate events happening at Sawston Village College – Shoot It! and the Literature to Film course.</p> <p>There was a fire in the old post office building next to Kettles Yard. Damage at the gallery is still being assessed but the fire will affect the arrangements for the capital redevelopment, as the offices will no longer be able to relocate next door during building.</p> <p>Community Education is facing some major changes including a split of adult and youth services. Bassingbourn, Melbourn and Comberton have joined together to become one community education patch and are looking at the provision they can offer across that district.</p>	

2.	<p><u>Introduction to the Arts Development Coordinators</u></p> <p>Dan Schumann and Claire Robson were welcomed to their first SCAN meeting.</p> <p>It is early days for the arts dual use pilot with the two arts development coordinators (ADC) in post for three weeks. They do not only represent the village college where they are based but have a responsibility for arts facilities and activities the feeder patch as well. Dan is ADC for the Sawston patch and Claire covers Melbourn and Bassingbourn.</p> <p>Dan has been finding his feet in Sawston. He went to Soham Village College and trained at the Central School of Speech and Drama. He toured with a repertory company and worked for the Mousetrap Foundation and the National Youth Music Theatre. Dan founded Viva Youth Theatre seven years ago and secured Regional Arts Lottery funding for the group last year. He is a trustee for Arts Development in East Cambs, chairs the Council for Local Voluntary Youth Services and sits on the board of Connexions. He is also part of the reviewing panel for the Local Network Fund.</p> <p>In the next six months, Dan hopes to set up some local forums and identify what is needed most by the community groups. Currently it seems that one priority is attracting more professional work into the area. Another aim is to reduce the isolation of the groups and bring group's work together through a possible network of venues. There is also Sawston Village College's new Arts Centre that will be formally opened in February and is a high priority for the college and community.</p> <p>Claire comes from a background of writing and publishing magazines and websites. She has a great deal of experience as a local organiser of arts events and is currently finding her feet within the Melbourn and Bassingbourn patches. She is looking forward to working alongside Dan to help oil the wheels for community groups and meshing her skills with Dan's to best effect. Claire is line managed by the head teacher at Melbourn Village College but has office space in both colleges. This compares to Dan who sits within the Community Education Office at Sawston.</p> <p>If you would like to contact Dan, you can call 01223 712424 or email danielschunmann@hotmail.com To contact Claire, call 01763 223400 or email alaysia@supanet.co.uk</p> <p>This is a pilot scheme. With only two members of the SCDC arts team, it's great to have two people being so active at a local level and encouraging the development of arts at the grass roots. We are now looking for applications from village colleges towards another ADC for next year.</p>	<p>DS</p> <p>CR</p> <p>ALL</p>
3.	<p><u>Arts Round Up – Village Colleges</u></p> <p><u>Cottenham Village College</u> Laurie Holloway and Kenny Lynch are back on October 10th for another sell-out concert. The college are also hosting Tango Siempre on December 13th, an Arts in Cambs on Tour event.</p>	

Children's theatre comes to Waterbeach and Cottenham this autumn too with *Rumpelstiltskin* on 18th October at Waterbeach Primary School at 3.30pm and *The Snow Queen* at Cottenham Primary School at 11am and 2pm on Saturday 13th December. Cottenham Theatre Workshop starts the panto season with *Dick Whittington* at the college in the first weekend of December. Looking towards 2004, Cottenham's successful Textile Festival will take place at February half term.

The Scams Collective now meets at Cottenham Village College on Saturdays. There is now a senior (13+) and junior (8 – 12) group and there are plans to organise an exchange with a dance schools from Cottenham's twin village, Avirille in France.

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Sawston Village College

On October 11th the college are running a family day based on *The Secret Garden* and aimed at families of disadvantaged and underachieving children. The day includes a screening of *The Secret Garden* film and workshops with writer Mick Gowar. Plans are also afoot for a reminiscence project about World War II in partnership with the Imperial War Museum, Duxford and the Cambridge Film Consortium. The Arts Centre will be opened in February with performances from Sawston Youth Drama and contributions from community groups and community education classes too. *The Wizard of Castle Magic* comes to the college on 15th November as part of the Junction CDC's children's theatre season.

Bassingbourn Village College

Bassingbourn and the Cambridge Film Consortium worked together on a video project with young people from Gamlingay. The video aims to highlight the bad press that the young people have attracted and will be screened at the Arts Picturehouse on 8th October, at the South Cambs and City Youth Day on October 11th and then to the Gamlingay Parish Council to help represent their views. The young people worked with a filmmaker and composer to make the video, which included filming the blank reactions of Gamlingay residents as one young person dressed in a gorilla suit and lay on the pavement!

On 16th October, the college hosts *Weather* by Volcano Theatre (an [act] event) with the aim to bring live theatre to students studying for GCSE's in performing arts. The college has also just started a course of Street Dance in association with Cambsdance.

Melbourn Village College

Planning has started for the events to open the new music block at the college. They hosted Classworks Theatre's *How Many Miles to Babylon* on September 22nd. Audience numbers were not great but the problems with that have been identified and hopefully won't happen with Tall Stories' *Something Else* on October 11th at 3.30pm. An intergenerational project is planned linking pre GCSE students with elderly people at local residential homes where they will create art for each other with another possible strand of a reminiscence project. There is a possibility that the project could also happen in Bassingbourn too. A link was made with Cross Border Arts *Millennium Child* project and with a music project run by Rowena Whiteread. Rowena is now involved with the *Big Sing* at the launch of the Cambridge Music Festival.

CR/LvG

	<p><u>Swavesey Village College</u> There is no longer a community education office at the college – provision of courses now stems from APU. Swavesey RADSOC is finishing the panto season in January with <i>Dick Whittington</i> and there are visits from Cambridge Chord in November and Cambridge String Players in May 2004. A pilot month of contemporary dance classes will start on October 7th to gauge interest.</p> <p><u>Linton Village College</u> Karen Stamper, Head of Arts at the college, was welcomed to the meeting.</p> <p><u>Circle Link Schools (Bottisham)</u> The Circle Link Schools are the feeder primary schools for Bottisham Village College that include some villages from South Cambs. They have joined together to pilot a scheme where one afternoon a week is taken out of the timetable to allow the children to take part in creative arts activities and allow the teachers to plan how the arts can be embedded in the syllabus and participate in training. Great Wilbraham School is currently trying this out on a Wednesday afternoon and are looking for artists who would be happy to run a session. One successful example was Aklowa – a group from Ghana who ran an afternoon with dance, music, storytelling and printing with 320 year 3 children. The pilot also looks into the effect of the arts on children with behavioural difficulties.</p> <p>Bottisham Orchestral Workshop happens on Sunday October 12th. It offers musicians the opportunity to play as part of an ensemble and to take part in workshops with top musicians. Contact Jacky Kelly at the college or Roger Bond on 01223 811542 for more information.</p>	<p>AM</p> <p>ALL</p>
4.	<p><u>Arts Round Up – Professional Arts Organisations</u></p> <p><u>Cambridge Music Festival</u> The Festival begins on 8th November with seventy events happening in two weeks. Packs for village colleges are available from the festival office – call 01223 350544. Mobius are working with Melbourn and Sawston Village Colleges. Jacqueline Dankworth will be performing alongside choirs from South Cambs Primary Schools in Harvey Brough's <i>Requiem in Blue</i> and Cambridge Chorale are performing with Positive Action, the county's renowned male dance company. In South Cambs, there is a Church Crawl with Cambridge Voices on Sat 22nd November and an unmissable Opera in Pubs at The White Horse in Milton on 21st November.</p> <p>The <i>Open Sing</i> launches the festival on October 8th. They are still looking for choirs to busk in the city centre and take part in the launch sing in Market Square outside the Guildhall and also put out a request for an accordion player.</p> <p><u>Wysing Arts</u> Andrew Hunter, the programme director for Wysing, was welcomed to the meeting. He has only been in post for one month.</p>	<p>ALL</p>

New exhibitions coming up include Martin Prothero who makes beautiful work recording the tracks of wild animals on glass plates and Julian Perry, a landscape artist, with a show called *Viewing Point*. Current resident artists are Jane Prophet who is working with Papworth Hospital using their information to create 3D hearts which will be exhibited in March 2004 in conjunction with Cambridge Science Festival. Taslim Martin and Beverley Carpenter are working with the Cambourne Business Park. Taslim is creating a piece of public art for the park and Beverley is working with the employees at the park including SCDC staff. Ongoing residencies include Patricia MacKinnon Day and Karen Whitread. An artist was recently recruited to work with Cambourne community on three village signs and an architect is being selected to work on the capital development of the Wysing Arts complex. The first stage of this has already happened with the renovation of the farmhouse on the Wysing site providing six self catering bedrooms for artists in residence or available for booking.

Curwen Print Study Centre

The centre enjoyed a successful summer especially with the adult courses and the amount of individual artists using the studio. A new programme of workshops for schools and teachers is now available – the centre tailor-makes courses to fit requirements and has had some great feedback from GCSE/AS levels including a rise in projected grades. There are also some taster days coming up for adults on Sat 18th October and Sat 8th November.

Cambridge Film Consortium

The current newsletter and brochure has just come out and includes events happening in Sawston and Fulbourn. The Consortium are involved in *The Secret Garden Family Day* in Sawston (October 11th) and are running a day's workshop on Adaptation from Literature to Film with a focus on *The Woman in White* on 22nd November. In Fulbourn they are running a digital video production workshop called *Camera Works* on Sunday 9th November and hosting an East Anglian Film Archive screening on 8th November. These events form part of Fulbourn Autumn Arts – a pilot programme of arts events happening in Fulbourn this autumn. At the Picturehouse on 13th November there is a free screening of *Shooting Conflicts* as part of the UK Jewish Film Festival on Tour. It will be introduced by the director, Noem Shalev, and Lindsey Hilsum, Diplomatic Correspondent for Channel 4 News. The Consortium have also been involved in the video project at Gamlingay and one to come in Hardwick with young people. Hopefully these films will be screened at the next SCAN meeting. They are also advising Foxton Youth Arts Group on a film project including a screening at the Picturehouse.

Fulbourn Autumn Arts

This is a pilot programme of arts events happening in Fulbourn as part of the Fulbourn Community Project. The Project is a partnership working towards developing cultural facilities in the village and is looking to modernise and extend the 75-year-old Townley Memorial Hall to become an up to date community centre. Events include children's theatre and concerts, theatre performances both amateur and professional, film workshops and screenings, exhibitions and music. Contact Ron Ward for more information about the Project at fulcompro@hotmail.com or check

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out the website at www.project.fulbourn.org

Cross Border Arts

Copies of *Borderlines* and the Cross Border Arts flyer were circulated. The website, www.crossborderarts.org.uk, has a link to a community artists directory which now holds information about 80 artists who work in the community in different disciplines. The next South Cambs and City Arts and Disability (SCAD) network meeting is on 4th November and this is now branching out towards a Disability Users Advisory Group, South Cambs and City arts lovers who are looking at developing disability arts compared to arts and disability.

The Funky Flamingo Club has also branched out with Tanya Peters as coordinator and Claudia Mackenzie as Trainee Development Worker.

On the research and development side of Cross Border Art's work, they have been working with Primary Care Trusts and hospitals towards Arts and Health initiatives including Art of Care with dementia patients and their carers. Way Ahead 3 will look at the way the arts can benefit those who suffer from mental health difficulties. They have also been researching ways of using new technology and arts including digital video mixing. If you'd like to see some Video Jamming live, get down to the *Funky Flamingo Club* on 11th December.

The Junction/CDC

The programme of children's theatre in South Cambs has started with Classworks' *How Many Miles To Babylon* at Melbourn Village College. Other shows are visiting Waterbeach, Sawston, Swavesey, Cottenham and Orwell.

The Junction is currently being dwarfed by the new cinema complex. Work on the Junction will start this autumn to extend the building to include a new theatre space, education space and music space. There are seven options for public art work for the piazza outside the Junction. A decision will be made next month but the Junction is looking for comments from the public. Have a look at the proposals on www.junction.co.uk/publicart

Cambridge Arts Theatre

Double Act, a theatre adaptation of Jacqui Wilson's bestseller, is coming to the theatre this October. A free teacher inset led by Vicky Ireland MBE happened on 17th September and was attended by at least five schools from South Cambs. In partnership with Cambsdance, there will be dance workshops on the theme of twins in the run up to the show in eight primary schools in South Cambs culminating in a sharing of work at Melbourn Village College on 13th October. An art exhibition will be running in the foyer of the theatre during *Double Act* and all schools are welcome to submit work. Heffers have donated books to schools alongside the show and Arts and Kids have also offered support through subsidised theatre tickets, travel and refreshments.

Henri Oguike Dance Company will be working with students from Bassingbourn, Comberton and Cottenham Village Colleges with a dance share at the theatre on 8th November. Workshops are still available through the Education Office at Henri Oguike (020 8694 3669) and all schools are welcome at performances and at the dance share, although tickets must be booked through the Box Office. In January Arc Dance Company will be back in Cambridge

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	<p>with another boys dance project, which is in early negotiations at the moment. Other dance highlights are George Piper Dances aka TV's The Ballet Boyz on 29th January and a programme of dance and film as part of British Dance Edition.</p> <p><i>Shell Connections</i> is back at the theatre in Spring 2004 and Bassingbourn Village College are taking part this year. The scripts are available for other groups to work on before the performances at the festival but they must not be performed before July 2004.</p> <p><i>Shell Connections</i> inspired a writing project this year called <i>Connecting Voices</i>. Writer Michael Burrell worked with young people at Sawston Youth Group, Red Balloon and Milton Youth Group. <i>Connecting Voices</i> is continuing this term with young people from Milton with a bursary being offered to develop the talent of one writer through a mentoring scheme. She will take an active role in furthering the project with younger people at the youth group. This is a small and difficult project but one to be proud of.</p> <p>The Panto project is in its 7th year and again all groups taking part are new although previous groups have begun to book up independently. Workshops are available as are pantomime notes that were devised for Key Stage 2 but could be useful for others. Other education activities include a pre show discussion with the company of <i>Happy Natives</i> on Tuesday 4th November, a drop in session for the BBC's <i>Get Writing</i> Competition alongside the <i>Canterbury Tales</i> series on October 18th and Key Stage 3 workshops on <i>Romeo and Juliet</i> with English Touring Theatre. Statistics for the education office show that numbers of people taking part in education activities have doubled since 2000. If you would like to get involved please give Roberta and Donna a call on 01223 578927.</p> <p><u>Cambdance</u></p> <p>The County Youth Dance Auditions are taking place this month across Cambridgeshire. The aim is to create a county company of 14 – 21 year olds. The South Cambs auditions are taking place at Impington Village College.</p> <p>A new programme of regular classes are being set up in Cambridge with opportunities for professional/experienced dancers as well as for young people, adults and an all male class.</p> <p>Positive Action, the county's all male company is performing at the Mumford Theatre as part of Cambridge Music Festival on 24/25th November.</p> <p>Tops Dance, a Sport England Initiative for increasing dance in primary schools, hits 15 South Cambs schools this autumn, as do the <i>Double Act</i> Workshops.</p> <p>There will be a workshop on the GSCE set study at Cottenham Village College on 16th November followed by a workshop on the set work and dance on film lead by Steve Hill on 23rd or 30th November (date to be confirmed).</p> <p>Cambdance are hoping to use their website as a place for you to advertise events or raise issues. Please contact 01223 254245 if you have anything you'd like posted.</p>	<p>ALL</p> <p>ALL</p>
5.	<p><u>Debrief on Summer Hot Stuff Activities</u></p> <p>The Junction/CDC Individual feedback is being collected from each venue. Generally attendances were down on previous years but this could possibly</p>	

	<p>have been due to the heat. It was good to have some of the regular companies like Tollhouse but also great to have new companies like Public Arena and Culture Shock as part of Hot Stuff.</p> <p>April Martin Marketing for the dance workshops held at Cottenham was difficult seeing as they were targeting a difficult age group of 13+. Interest should be drummed up during term time.</p> <p>Curwen Print Study Centre In their first year of offering activities for Hot Stuff, pick up was good especially for activities aimed those younger than 12. Again the 13 + age group is difficult to reach.</p> <p>Melbourn Village College – Club School The marketing was good but still there was limited take up. Young people don't want to be back on school premises during holidays.</p>	
6.	<p><u>Arts Forum for Cambridgeshire and Peterborough Open Meeting</u></p> <p>SCDC is hosting the open meeting of the Arts Forum for Cambridgeshire and Peterborough at Comberton Village College on Monday 10th November, 6pm – 8pm. It's a chance to meet other arts lovers and enjoy a sandwich and a chat as well as to see the new facilities at Comberton. The invitation is open to all.</p>	ALL
7.	<p><u>The Event Joins the South Cambs Magazine</u></p> <p>Next April, The Event will join the distribution of the South Cambs Magazine. It will keep its current format but will become a quarterly publication with a potential readership of 55,000 people. There will be two more issues of The Event before the big change and the copy dates for those are as follows –</p> <p>Dec/Jan 2004 – Monday 3rd November 2003 Feb/Mar 2004 – Monday 5th January 2004</p> <p>When The Event joins the South Cambs Magazine each guide will cover three months and the copy dates will be as follows –</p> <p>Spring Edition of Magazine The Event for April/May/June – Monday 16th February 2004</p> <p>Summer Edition of Magazine The Event for July/August/September – Monday 17th May 2004</p> <p>Autumn Edition of Magazine The Event for October/November/December – Monday 16th August 2004</p> <p>Winter Edition of Magazine The Event for January, February/March 2005 – Monday 15th November 2004</p>	ALL

	<p>We know a merge with the magazine will need some serious organisation on your part but the wider distribution – a copy of The Event through every door in South Cambs plus our arts mailing list – will make the extra work worth it!</p> <p>Please give Steph a call if you have any questions.</p>	
8.	<p><u>Any Other Business</u></p> <p>Steph now has a slot on the BBC Radio Cambridgeshire Breakfast Show every Friday. If you have any events that you'd like advertised, please get details to Steph the week before the event.</p> <p>The Public Art Policy is due to be taken to Cabinet on 16th October. Copies of the report were circulated. The aim is to ensure that 1% of new development funding is put toward an original and artist designed piece of public art to include benches, lighting, gates, fencing as well as more traditional sculpture. The policy is aimed at making developers and parish councils aware of art at the beginning of planning and to help contribute to artist development.</p>	<p>ALL</p> <p>AOH</p>
9.	<p><u>Dates for the next meetings</u></p> <p>Thursday 13th January 2004 at Comberton Village College, 12 – 2pm</p> <p>Thursday 16th May 2004 at Bassingbourn Village College, 12 – 2pm</p> <p>Thursday 16th September 2004 possibly at Linton Village College, 12 – 2 pm.</p>	<p>DC</p> <p>BI/PP</p> <p>KS</p>
10.	The meeting closed at 1.55 pm – a record!	

**CAMBRIDGESHIRE COUNTY/CAMBRIDGE CITY/SOUTH CAMBRIDGESHIRE
ENVIRONMENT AND TRANSPORT JOINT STRATEGIC FORUM (SPECIAL
MEETING): NOTES**

Date: Wednesday, 24th September 2003

Time: 14.30 – 16.15

Place: Kreis Viersen Room, Shire Hall, Cambridge

Present: County Council

Councillors T J Bear, A Kent and C E Shaw*

Officers: J Onslow M Vigor and R Sanderson (Secretary)

Cambridge City Council

Councillors J Bailey J Durrant, N Harrison (Chairman) and

Officers: D Roberts

South Cambridgeshire District Council

Councillors D Bard (Vice Chair) J Batchelor, J. Healey and R T Summerfield

Substitute for D Spink Officers: D Hussell, K Miles and M Monk

CALC

Councillor J. Travis-Healey

Attendance at the invitation of the meeting: Councillor J. Reynolds
Cambridgeshire County Council

* Attendance for part of the meeting only

Apologies: Councillors: S F Johnstone, D Spink, M J Mason G Stuart
Officers: B Smith, P Studdert and B Human

1. MINUTES OF THE MEETING HELD ON 18TH JUNE

That with the addition under the heading “apologies” of recording the name Councillor J. Healey, the minutes were agreed as a correct record.

Matters Arising

Minute 6 Cambridge Development Areas – Update – Resolution a)

It was noted that the early briefings that had been requested in relation to the Bus Study had still not been arranged. Officers were asked to expedite this as soon as possible.

2. STANSTED/M11 CORRIDOR DEVELOPMENT OPTIONS STUDY

Councillor Reynolds was welcomed to the meeting in order that he could receive the advance views from the Joint Forum on the published draft report from the consultants and provide advice on the current contents of the report as one of the elected Members appointed to sit the Regional Planning Panel.

Tabled at the meeting was the Draft Final Report (Consultation) Draft Executive Summary that had been published after the current agenda had been despatched. This study was to input to the draft RPG14 in terms of:

a) A preferred strategy up to 2021 to take into account the impact of maximum use of the existing runway at Stansted.

b) Potential development scenarios arising from the Government's consultation options for an additional one, two or three runways at Stansted up to 2036.

The officers' report on the agenda provided an initial analysis on the consultants study, setting out details of the timetable, the extent of the study area, and the definition of the sub-regions being used.

In terms of the laid out timetable it was orally reported that there would be a stakeholder meeting in late November and in terms of RPG generally, the Regional Planning Body would be holding a number of events including one to be held on 4th December.

The officers' took the report section by section inviting comments.

a) Extent of Study area

The study covered a wide area incorporating Cambridge in the north, Epping in the south, Hitchin in the west and Colchester in the East but focused strategic options on areas within 30 minutes travel of the airport regarded as the "Core Area" most likely to be affected by the impact of airport expansion which were:

- i) A north/south corridor running from London and the Lea Valley to the southern edge of the Cambridge Green Belt;
- ii) An east/west axis from Bishops Stortford to Braintree, also incorporating Chelmsford.

b) Definition of Sub-Regions

Work on the study had encouraged a concept of the entire corridor as a single London/Stansted/Cambridge Sub-Region. However it was noted that the Cambridge Sub-Region has an established identity of its own with particular planning issues related to the dynamics of the Cambridge economy and the Regional Planning Panel were proposing a separate section for the Cambridge Sub-Region.

c) Scale of growth without Stansted expansion

One of the early conclusions of the consultants had been that there would be considerable economic and housing growth within the Study area whether or not Stansted expanded. Total job growth in the study area between 2001 and 2021 was estimated at + 76,000 even without any new airport jobs as the airport was only one of a number of generators of growth.

d) Impact of airport growth on employment

As the Government had not yet announced the proposed airport policy, the study had considered a range of airport expansion options as follows:

ADDITIONAL AIRPORT JOBS IMPACT - COMPARED TO 2001 POSITION.

	2021	2036
Option 1- Existing runway 35 mppa by 2036	+2,000	+6,000
Option 2 - Existing runway	+4,000	+1,000

Maximum use 25 mppa		
Option 3- Existing runway Max use 40 mppa	+18,000	+14,000
Option 4 - 2 runways 82 mppa by 2036	+51,000	+58,000
Option 5 - 3 runways 102 mppa by 2036	+78,000	+82,000
Option 6 - 4 runways 129 mppa by 2036	+75,000	+123,000

mppa = million passengers per annum

Option 3 represented the position of the Regional Planning bodies who do not support any increase in the number of runways but would argue for the best use to be made of the existing runway.

It was indicated that the current baseline for the number of jobs at Stansted was approximately 13,000 although forward projections of the baseline had generated discussion in other forums regarding its accuracy.

e) New housing requirements - Consultants estimates

i) Stansted related housing

The consultants have controversially concluded that Stansted could expand to a maximum use of the existing runway (40 million passengers per annum), without adding to the housing requirement. Further runways (3 new runways – the maximum under SERAS options) would bring a requirement for a maximum of 40,000 further homes. The consultants considered that the labour force already in the area and changes in commuting patterns would limit the need for additional housing related to the airport. However the consultants had accepted that their assumptions should be subject to sensitivity assessment and testing before publication of the final report.

Overall housing requirements

The total overall estimate of housing requirements in the study area (including Stansted related) was as follows:

i) Core Area (within 30 minutes)

The area had current capacity for about 28,000 dwellings and would need to accommodate a further 21,500 homes by 2021 irrespective of the level of use of the existing runway.

By 2036, the requirement for additional homes would rise to between 45,000 and 64,000 depending on the number of runways at Stansted airport. A small part of South Cambridgeshire was within this area.

ii) Rest of the Study Area

The area already had identified capacity for another 98,000 homes but would additionally need to accommodate between 112,000 and 130,000 homes by 2036 depending on the number of runways developed at Stansted. Cambridge City and the major part of South Cambridgeshire were included in this area.

Views of Forum

The position of the line denoting 98,000 houses on the bar chart included on page 6 of the executive summary was considered to be misleading and not in the correct place.

There were serious concerns regarding the consultants conclusions that in terms of Stansted related housing, the labour force already in the area and changes in commuting patterns would avoid the need for additional housing. People applying for airport related jobs in the future would wish to live near their workplace. This would be difficult without a supply of new homes in the vicinity.

f) Growth Area Status and Communities Plan

The consultants accepted that the Regional Planning Panel might need to consider additional housing related to the Government's proposals for 200,000 more houses in the South East growth areas but they had concluded that this would not affect the quantification of housing growth in the study or their urbanisation options. Instead, the consultants had suggested that elements of their strategic options to 2036 could be brought forward before 2021 if growth was to proceed faster than they had predicted.

Views of the Forum

Concern was raised regarding current problems with infrastructure being provided in growth areas and the practicalities of bringing forward additional housing in the Cambridge Sub-Region. Coupled to this was the historical fact that the construction industry had failed to provide sufficient quantities of new housing.

g) Urbanisation Options

The three broad urbanisation scenarios devised by the consultants were set out.

h) Implications for Cambridge and South Cambridgeshire

The consultants considered that there was most potential for development in locations closest to Stansted, especially where there were opportunities for town expansion in places such as Bishops Stortford, Harlow, and Dunmow. Harlow had emerged as a particularly suitable focus for expansion. Braintree and Chelmsford were areas that might also experience urban growth. The need for regeneration had been an important factor in selecting growth areas and as a result, urbanisation options did not greatly affect the Core Area within South Cambridgeshire.

It was noted that only a zone running roughly from Sawston through Whittlesford and Duxford lay within the Core Area and this zone was unaffected by most of the urbanisation options. Only one scenario (the Transport Corridor Option with four runways at Stansted,) would result in some urbanisation in this zone in the order of 2,000 homes, either as a new settlement or an expansion of an existing settlement. However, this had not been included in the consultants' preferred option.

Officers explained that Policy in the Cambridge Sub-Region was to expand existing urban areas. It was not currently proposed to create another new settlement other than that already planned at Longstanton/Oakington (Northstowe)

Urbanisation options only quantified growth within 30 minutes of Stansted (The core area). Elsewhere, in the two Districts of Cambridge and South Cambridgeshire, the consultants estimated that employment growth by 2036 could be around 56,000. With new runways at Stansted there would be additional "catalytic" employment up to

19,000 jobs depending on the number of new runways. Beyond housing growth already planned to 2016, further house building would be 40,000 by 2036 irrespective of Stansted growth, or up to 45,000 if there were additional runways at Stansted. This would be at a rate of 2,000 – 2,250 per annum compared to an average of 1,910 new homes a year proposed in the Structure Plan.

Views of the Forum

The conclusions of the study were good news for Cambridgeshire and for the whole of the east of England. The report provided a plan of how housing growth would be accommodated and how jobs would grow. It was recognised that expansion of Stansted could attract further businesses to the local sub region, as the result of proximity to an international airport.

In terms of figure 4 included in the summary document, a number of discrepancies were noted in the version circulated. It was also noted that in the main report, figure 3.2 showed a potential northern new settlement which was not actually reflected in the preferred strategy nor was the figure referred to in the text. This introduced potential for unnecessary confusion and concern that needed to be rectified in the final report.

In respect of the estimated additional catalytic employment figure of up to 19,000, there was a need to check the basis of the assumptions to ensure the projections for additional housing were sound.

There was a need to investigate closely the factors which have led the consultants to assume no more housing was needed for maximum use of the runway at Stansted and to look in detail at the worse case scenarios to ensure that estimates for additional housing had not been under-estimated.

The option to expand communities near Stansted was supported and it was indicated that any response should cite support for regenerating and ensuring sustainability in urban areas that were in close proximity to the airport.

A question was raised regarding the possible impact to Cambridge if transport routes were improved between Cambridge and Stansted. The Officers responded that the most significant improvements would be to the A120 east/west corridor on which the general view was that this would ease further the pressure away from Cambridge.

As there appeared to be consensus, it was agreed that as well as providing individual responses, a joint response would be prepared by the officers for signing off as appropriate with their respective lead Members in line with each Council's constitution.

AGREED

That an agreed joint response is prepared along the lines of:

- i) The preferred strategy of accommodating urban growth in sustainable locations close to Stansted and within the core area was supported. Important features of the strategy include:**
 - a) Town expansion for urban areas which have an existing employment and service base;**
 - b) Development in areas which would benefit from regeneration;**
 - c) Corridor development, which facilitates high quality public transport.**

- ii) The findings of the Study, that it was not sustainable to accommodate airport related urbanisation in Cambridgeshire, was clear and was welcomed.
- iii) In relation to other growth requirements, it should be noted that a significant increase in rates of housing development had already been incorporated in the Cambridgeshire Structure Plan as it affected the Cambridge Sub-Region.
- iv) All large-scale employment growth and associated urban expansion would require a commitment to appropriate investment in infrastructure, including remedies for any existing infrastructure deficit.
- v) The conclusion of the consultants, that maximum use of the existing runway at Stansted would not generate any additional need for housing, should be subject to close scrutiny. Similarly, the quantification of urbanisation for one, two or three additional runways needed careful examination. It was understood that the consultants had accepted the need for further sensitivity testing.
- vi) The scale and distribution of employment growth, particularly “catalytic” employment predicted in the Cambridge/South Cambridgeshire area, also required further examination. There needed to be a clearer understanding of:
 - a) The nature of any employment, which could be attracted to the area in competition with established high tech industries;
 - b) The potential for the enhanced growth of existing firms;
 - c) The desirability of maximising catalytic employment in regeneration areas in most need of new stimulus.
- vii) Projections of long-term employment and housing growth in Cambridge/South Cambridgeshire would maintain or marginally intensify rates of development included in the Structure Plan. Up to 2021, this development could mostly be accommodated in capacity already identified during the Structure Plan review. New opportunities for development would need to be identified for the period up to 2036 in subsequent reviews of Regional Planning Guidance.
- viii) There would be serious concern if large-scale additional development were to be proposed in the Cambridge Sub-Region to meet the Government’s growth area aspirations. It was doubtful if significantly higher growth rates could be sustained by the development industry or accommodated within the limits of infrastructure or environment. The step change in delivery required by the new communities plan has already been incorporated in the Structure Plan.

3. FUTURE AGENDA ITEMS

The Forum noted the agenda plan.

4. DATES AND VENUE OF FUTURE MEETINGS

It was noted that the remaining Forum meetings for the 2003/04 municipal year would be held as follows:

- 15 October – Shire Hall, Cambridge
- 28th January – Guild Hall Cambridge

All meetings would commence at 2.30 pm.

Note

Since the suggested dates included on the 24th September agenda it has been clarified that the 9th June would not be suitable, being the day before the local elections and therefore the following future dates will be recommended for approval at the 15th October meeting:

Dates 2004/05

Wednesday 28th April

Wednesday 14th July

Wednesday 20th October

Wednesday 15th December

Wednesday 30th March 2005

Venue

South Cambs

Shire Hall

The Guildhall

South Cambs

Shire Hall

CONSERVATION ADVISORY GROUP

At a meeting of the Committee
held on 17th September 2003 at 2.00pm

PRESENT: Councillor SJ Agnew - Chairman
Councillor NN Cathcart – Vice-Chairman
Councillor Mrs MP Course
Councillor RGR Smith
Councillor RJ Turner
Councillor AW Wyatt

Councillors Mrs JM Healey (Chairman, Development and Conservation Control Committee) and SGM Kindersley (the Member for Gamlingay) attended the meeting by invitation.

Councillors Dr JA Heap (Advisory Group Member), Dr JPR Orme (Advisory Group Member), JH Stewart (Vice-Chairman, Development and Conservation Control Committee) and Mrs DSK Spink (Portfolio Holder for Conservation) sent their apologies for absence.

1. DECLARATIONS OF INTEREST

In connection with Minute no. 2 (Minutes), insofar as it related to St. Denis Church, East Hatley, Councillor SGM Kindersley declared a prejudicial interest, and withdrew from the Chamber.

In connection with Minute no. 2 (Minutes), insofar as it related to the report entitled "Church and Farmhouse" – the development of a new interpretation initiative for Denny Abbey and the Farmland Museum, Councillor AW Wyatt declared an interest as a Trustee of the Museum. However, because the Conservation Manager was simply updating the matter, and no further recommendation from the Advisory Group was being sought, the Chairman invited Councillor Wyatt to remain in the Chamber, while not contributing to the discussion.

In connection with Minute no. 3 (Linear sites project - Phase 1), Councillor SJ Agnew declared a personal interest as Chairman of the Friends of Roman Road and Fleam Dyke, and asked the Vice-Chairman to take the Chair for consideration of that item.

2. MINUTES

The Group authorised the Chairman to sign, as a correct record, the Minutes of the meeting held on 16th July 2003.

With regard to Minute 3 and the update on the report Preserving and Enhancing our Heritage Resources, considered at the meeting on 28th May 2003 (Minute no. 6 refers), the Conservation Manager expressed the hope that the Strategy would be published by the end of October 2003.

With regard to Minute 3 and the update on the report Developing effective biodiversity policies, considered at the meeting on 28th May 2003 (Minute no. 7 refers), the Ecology Officer stated that, at the suggestion of the Principal Planning Policy Officer (Transport), he had established an informal group of officers with whom to consult on the issue, and expressed the hope that he would be able to publish a second draft of the Strategy before Christmas 2003.

With regard to Minute 3 and the update on the report on St Denis Church, East Hatley, considered at the meeting on 28th May 2003 (Minute no. 10 refers), the Conservation Manager explained that English Heritage had already committed the

bulk of its funding for 2003-2004 and that, accordingly, were the Council to be unsuccessful with its grant application in October, no further application could be considered until English Heritage's next Grants meeting in April 2004. In the meantime, the Council had commissioned a firm of Architects to draw up the papers required to form part of any future tendering process authorised by the Cabinet. The Conservation Manager warned that a degree of renovation work on the structure would have to be carried out, and funded, before April 2004.

With regard to Minute no. 5 (Development of a Village Green Spaces pilot project), the Conservation Manager updated Members on progress, and on the preparedness of the "Task Groups" in the Parishes of Elsworth and Orwell.

With regard to Minute no. 6 ("Church and Farmhouse" – the development of a new interpretation initiative for Denny Abbey and the Farmland Museum), the Conservation Manager informed Members that the matter had not yet been reported to Cabinet. He added that this issue would be reflected in the Conservation Department's Continuous Improvement Plan.

3. LINEAR SITES PROJECT - PHASE 1

(Councillor NN Cathcart in the Chair)

Mr. John Ady of the Friends of the Roman Road, addressed the meeting, and presented, for consideration, a brochure prepared by him on the history and setting of the Roman Road.

The Conservation Manager reminded Members about the aims and the terms of reference of the Linear Sites Project.

Welcoming the brochure's usefulness as a teaching and information tool, Members discussed how copies could best be distributed to potential visitors to the site. They concluded that black and white copies could be made available through local schools, village post offices, hotels, and public houses along the route. In addition, a small number of laminated colour copies could be displayed in car parks serving the Roman Road.

The Advisory Group **RECOMMENDED** that the Portfolio Holder for Conservation support the funding of 5,000 double-sided, black and white, A3 brochures, suitably folded to create pocket-sized documents, at an estimated total cost of £1,000, together with a small number of laminated, colour interpretation boards that could be displayed in car parks serving the Roman Road, and at various other strategic points along its route.

4. WANDLEBURY WOODLAND MANAGEMENT PROJECT

Mr. John Gibbs, Head Ranger with the Cambridge Preservation Society, addressed the meeting.

Members noted how the purchase of a wood chipper would benefit the project. Such a machine might also be made available to those responsible for maintaining Village Green Spaces and Milton Country Park. Once the wood chipping scheme had become established, Mr. Gibbs acknowledged that it might be feasible to introduce Shire horses as a means of moving the machine from one location to another.

The Advisory Group **RECOMMENDED** that the Portfolio Holder for Conservation authorise a grant contribution of up to £5,000 towards the purchase of equipment to

tackle necessary woodland management works at Wandlebury Country Park, such sum to be made available from the Heritage Initiatives Fund for 2003/04 and be conditional on any purchased equipment being potentially available for use by Village Green Space development schemes and by Milton Country Park.

5. CAM SUSTAINABLE FARMING

Pat Neylon, Conservation Advisor, from the Farming and Wildlife Advisory Group ("FWAG") addressed the meeting together with the Ecology Officer, and gave a Powerpoint presentation on FWAG's activities in the Cam River valley, defined as being the river's catchment area.

She highlighted the following points as being among those in need of greatest attention:

- the creation of buffer zones
- willow management
- the coppicing of bank-side trees
- the creation of wetland habitats within the River Cam corridor
- "In-River" management
- the sympathetic management of arable ditches
- farm waste
- the use of sprays and fertilizers
- soil erosion
- water usage
- non-native plant species in water courses

Councillor RGR Smith urged Members to be very supportive of the scheme, enthusing people to consider how best they could, in future, farm for the benefit of the environment. He asked that the question of hedgerow management be added to the list of topics worthy of FWAG's attention.

Councillor AW Wyatt highlighted the need to challenge the manner in which Internal Drainage Boards currently carried out flailing.

Councillor R Turner urged FWAG to encourage a greater emphasis on organic farming and on sympathetic set-aside schemes.

The Vice-Chairman concluded by saying that many of the issues discussed by Members would need to be promoted and implemented with diplomacy and sensitivity while acknowledging the pressures on, and demands of, modern farming practices.

The Advisory Group **RECOMMENDED** that the Portfolio Holder for Conservation make available funding from the Heritage Initiatives budget up to a maximum of £4,000 to support the pilot scheme for the Cam Sustainable Farming Project.

6. HISTORIC BUILDINGS AT RISK - PROGRESS REPORT AND PROPOSED ACTION

The Conservation Manager presented a report on historic buildings at risk, to which was attached, as an Appendix, a list that could be used to monitor progress. He pointed out that this issue was one of the Conservation Dept's Performance Indicators, and summarized the Council's powers of enforcement.

Members acknowledged that the management and maintenance of historic buildings was a huge responsibility, requiring realistic funding from the Council.

The Advisory Group **RECOMMENDED** that the Portfolio Holder for Conservation supports the action proposed in the Conservation Manager's report and instructs the Conservation Manager to present a further progress report to the Advisory Group at the end of the financial year.

7. GAMLINGAY VILLAGE DESIGN STATEMENT

The Conservation Manager presented the final version of the Gamlingay Village Design Statement, and explained briefly the relationship between Village Design Statements generally and the District Council's Local Development Framework, currently under consideration. He informed Members that interested parties had been consulted fully in developing the Village Design Statement for Gamlingay.

Members stressed that Village Design Statements, produced as they were by local communities, had to be accorded influence by the Local Planning Authority, and given due weight, by both Parish Councils and the District Council, in determining future development proposals affecting the appropriate locality.

Having considered the implications of the Gamlingay Village Design Statement, the Advisory Group **RECOMMENDED** that the Portfolio Holder for Conservation presents the Gamlingay Village Design Statement to the Cabinet, at its meeting on 2nd October 2003, and supports its final adoption as Supplementary Planning Guidance.

8. CONSERVATION AWARD SCHEME

The Conservation Manager gave an illustrated presentation seeking to identify the shortlisted candidates for the 2003 Building Conservation Award scheme, as attached to his report as an Appendix.

The Chairman commented that the Council should consider giving awards for the built- and natural environment in alternate years.

The Advisory Group briefly considered the merits of the nominated building conservation projects, set out in Appendix 1 to the Conservation Manager's report, and **AGREED** that the Conservation Manager should arrange site visits for Group Members with a view to them recommending a competition winner to the Portfolio Holder for Conservation and holding an Awards ceremony at the meeting of the Conservation Advisory Group due to take place on 10th December 2003.

The meeting closed at 4.30pm

OFFICER DECISIONS REPORTED FOR INFORMATION

Grants Agreed by Conservation Manager

Applicant	Decision	Reason
Harston Parish Council	Awarding a grant of £75 to support the running of the Harston Apple Day	The grant will allow sheep to be brought to the orchard for the day to illustrate how sheep were used to graze traditional orchards. The grant is awarded from the Wildlife Enhancement Scheme.

Decisions by Community Development Partnerships Manager

Applicant	Decision	Reason
Hauxton Village Hall Management Committee	To award a Village Facilities Grant (VF09) of £2,370	To make improvements to Hauxton Village Hall to include new window frames and interior repairs.
Opportunities Without Limits.	To award a Village Facilities Grant (VF10) of £5,000	Towards the cost of a car park for Sawston Community Café. This takes the total SCDC contribution to £50,000.

Applicant	Decision	Reason
Barrington Green Charity	Not to award a Village Facility Grant for play equipment	The population is over 1000 and therefore does not meet the criteria. Previous applications have set a precedent and have been refused on this basis.

Applicant	Decision	Reason
Foxton Players Youth Group	To award a £1,000 Arts Project Grant (AP08) for the "of World Film Project"	This project gives young people the opportunity to work alongside a professional filmmaker to create a short film which will be shown as part of the next Cambridge International Film Festival. It will build cine-literacy skills and introduce the young people to working within the creative industries.

CABINET

At a meeting of the Cabinet held on
2nd October 2003 at 10.00 am.

PRESENT:	Mrs DSK Spink RT Summerfield	Leader and Conservation Portfolio Holder Deputy Leader and Resources and Staffing Portfolio Holder
Councillors:	Dr DR Bard CC Barker JD Batchelor RF Collinson Mrs EM Heazell Mrs DP Roberts	Planning and Economic Development Portfolio Holder Environmental Health Portfolio Holder Information and Customer Services Portfolio Holder Sustainability and Community Planning Portfolio Holder Housing Portfolio Holder Community Development Portfolio Holder

Councillors RF Bryant, Mrs MP Course, Mrs SA Hatton, SGM Kindersley and Mrs CAED Murfitt were also in attendance, by invitation.

Procedural Items

1. MINUTES

The Leader was authorised to sign as a correct record the Minutes of the meeting held on 19th September 2003, subject to the following amendments:

Declarations of Interest (Minute 2)

Councillor Mrs SA Hatton declared an interest "as she was a former employee of British Telecom and received a pension from them."

Disabled Facilities Grants (Minute 6)

Recommendation (b) amended to:

"any case for waiving repayment of a zero interest rate be delegated for consideration and decision by any two of the following: the relevant service Portfolio Holder, the Resources and Staffing Portfolio Holder and the Leader of the Council."

Police Community Support Officers (PCSOs)

Resolution (a) amended to:

"to provide, from reserves rather than included in the Continuous Improvement Plan, a financial contribution of £83,622 in 2004/05 to employ three Police Community Support Officers (PCSOs) in South Cambridgeshire and a contribution of £70,236 in 2005/06 to fund three officers for a further year regardless of any contribution by Parish Councils."

2. DECLARATIONS OF INTEREST

None declared.

Recommendations to Council

**3. NORTHERN FRINGE – DELIVERY OF AFFORDABLE HOUSING
PROPOSED PARTNERSHIP PROJECTS MANAGER – JOINT POST**

The Planning Director reported that, agreement having been reached that the Cambridge Northern Fringe (West) should be used mainly for housing, there was a need to maximise the proportion, speed of construction and quality of affordable housing. Further, a partnership was needed since the site was in the South Cambridgeshire District but on the edge of Cambridge City. The proposal was therefore for a jointly funded post, where South Cambridgeshire was the employer but the post was based in the local office. The postholder could move on to other major developments when the Northern Fringe development was complete.

The Chief Executive advised that an increase in the establishment could only be approved by Council, but that, in view of the urgency, funding for the current year could be taken from the Cabinet contingency. In view of the urban nature of the area, it was likely that the Council would need to take a different approach from its usual one, and an early start was needed. Funding might be available from the Growth Area Delivery Grant awarded to Cambridgeshire by the ODPM and this could be investigated. He suggested that advertising could be undertaken in advance of the next Full Council meeting in December, in the expectation that Council would approve the post and the appointment could then still be made in January.

Concerns were expressed about the concept of a jointly funded post because of the difficulty in answering to two authorities with varying priorities, but it was emphasised that the officer would be answerable to the District Council and that this Council was familiar with working in partnership with Cambridge City Council. The Housing Portfolio Holder emphasised the need for someone to be in post quickly as the development must be a success and the dangers of delay had been demonstrated at Cambourne.

The possibility of a contribution from the developers was raised, but it was felt that this was unlikely to be in the interests of the developers nor in the interests of the Council because of a possible conflict of loyalties.

Cabinet RECOMMEND TO COUNCIL

- (a) to approve the establishment of a jointly funded post of Partnerships Project Manager with effect from 1st January 2004 to deliver affordable housing in partnership with registered Social Landlords and developers on the large strategic sites around the edge of Cambridge City including the Cambridge Northern Fringe (West);
- (b) that £4,000 be provided from the Cabinet contingency for 2003/04 and that £16,000 be included in the draft estimates for 2004/05 for this post.

Decisions made by Cabinet and reported for information

4. PRIORITIES FOR 2004/05

Cabinet considered a paper on the priorities recommended by the policy meeting of Council held on the 22nd September 2003 and the Leader suggested that it was incumbent on Cabinet to accept the selection of preferred priorities.

Councillor CC Barker, while not seeking a change, drew attention to public awareness of the cleanliness and tidiness of villages and verges, and suggested that this should be taken on board for the future. It was noted that existing services had to continue, but that villages could be enabled to look after themselves.

Councillor JD Batchelor proposed, seconded by Councillor RF Collinson, that the priorities listed equal fifth, "implementing IEG" and "communications", should be combined as they were very similar, to permit sustainability to be one of the priorities for 2004/05. Other Members, however, were concerned about the resource implications, especially given that IEG implementation was a huge task on its own, and the Chief Executive cautioned that combining priorities did not reduce the number of actions needed.

Councillor Dr DR Bard noted that there was an overlap between the IEG and communications, but that they were not identical, and suggested that sustainability was or should be combined within most other priorities and should underpin all activities.

The amendment, combining implementing IEG and communications, was put to a vote and lost, by 5 votes to 3. Cabinet then

RESOLVED

- (a) that the following six priorities for 2004/05 be adopted as the basis for preparing Continuous Improvement Plans and resource bids, as indicated by the Council policy meeting on 22nd September:

Priority	
1	To implement the Best Value review and sub-regional delivery plan for affordable housing.
2	To establish implementation and monitoring arrangements for the Community Strategy/ To develop the Council's approach to partnership, consultation and community engagement.
3 =	To prepare and implement plans, guidance, agreements etc for the Northstowe development and the major urban extensions at Cambridge Northern Fringe, Cambridge Southern Fringe, Cambridge East and Cambridge North West.
	To develop and implement arrangements to enable village communities to define and address their needs.
5=	To implement IEG towards full electronic service delivery and improve access to services.
	To improve external and internal communications.

- (b) to note other recommendations from the policy meeting;
- (c) to give the following guidance for the preparation of Continuous Improvement Plans:-
- (i) CIPs should clearly focus on achieving improvements which will deliver the priorities for 2004/05 and the objectives in the Corporate Strategy.

- (ii) only resource bids which will make a material and demonstrable impact on the priorities for 2004/05 or which are required to meet inescapable commitments should be prepared and presented.
 - (iii) additional resource bids should be the last resort and other solutions such as involving partners or transferring funds from other areas should be investigated;
- (d) to give final consideration on 18th December, following the preparation of detailed bids through the CIPs process; Scrutiny Committee consideration; and public consultation on priorities, to
- (i) the bids to go forward into draft budgets
 - (ii) the issues highlighted in paragraph 9 of the report (resourcing improvement plans)
- (e) to instruct senior officers that work on the six priorities, together with the move to Cambourne, completion of the organisational review and response to the CPA be given absolute priority in departmental work programmes, Continuous Improvement Plans and in personal objectives set through the appraisal process for 2004/05.

All portfolio holders were requested to note and take into account that sustainability runs through the whole programme.

5. LOCAL GOVERNMENT PENSION SCHEME – POLICY DECISIONS ON EMPLOYER DISCRETIONS

Arising from discussions at the previous meeting, a report was presented on a policy clarifying whether Compensatory Added Years (CAY) should be based on all service or only that for which the officer contributed to the pension scheme. It was confirmed that the decision would apply to the posts under consideration at the last meeting. Cabinet, adopting a policy in line with that of the County Council as was normal practice in pension matters,

RESOLVED that, for the purpose of calculating added pension years under the Local Government (Discretionary Payments) (Amendment) Regulations 1999, the only periods of service which will be counted are:

- that period when the officer contributed to the Local Government Pension Scheme (LGPS) and,
- in the case of service accrued from other authorities, where that service has been transferred into the Cambridgeshire LGPS.

6. MEMBERSHIP OF LAND DRAINAGE ADVISORY GROUP

The Advisory Group had agreed to increase the membership from seven to nine and Cabinet, considering interest expressed

AGREED that the additional members be Councillors Mrs SA Hatton and Mrs JE Lockwood.

7. POLICY ON THE USE OF THE SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL AWARD DRAIN SYSTEM FOR THE DISPOSAL OF SURFACE WATER RUN-OFF FROM DEVELOPMENTS

The Land Drainage Advisory Group had recommended the adoption of this policy, and the Environmental Health Portfolio Holder reported that consultations had taken place and that the policy was based on the idea that developers should contribute to the upkeep if they used the award drains. Sufficient income would be generated for their maintenance and would be in the form of a lump sum. The income would be ring-fenced for watercourses.

In response to questions, Councillor Barker explained that the area of impermeability was regarded as that covered with a hard surface; gardens were not included. It took account only of the initial development since the extent to which permitted development rights would be exercised could not be judged. The Chief Environmental Health Officer added that the calculations of area were largely undertaken by the developers when they submitted their plans. He also pointed out that in many cases it was likely to be more cost effective for developers to use the award drains than to create their own system.

This policy was not connected to the increase in tanker deliveries to a sewage treatment works in Haslingfield, but increased development made it more important to take any action which would relieve the situation.

Cabinet

RESOLVED that the Policy on the use of the South Cambridgeshire District Council Award Drain system for the disposal of surface water run-off from developments be adopted as circulated.

8. SUPPORTING PEOPLE STRATEGY UPDATE 2003

Cabinet was asked to agree the updated Cambridgeshire Supporting People Strategy 2003-2008 and the 2004/05 housing support priorities. However, the Housing Portfolio Holder reported that at a partnership meeting the previous day, the Huntingdonshire representative had suggested that savings of £1.5m should be sought within the Supporting People programme, rather than the £0.5m required by Government, on the grounds that the Government might force further cut backs. Partners had to have proposals for the next meeting on the 10th December. This Council was likely to be vulnerable on sheltered housing as it had more than the other Councils, and on its two floating support workers.

Some Members urged that a decision be deferred so that Members could be given time to consider further information.

The Head of Housing Strategy outlined the background to the Supporting People programme, explaining that funding in previous years had come from a number of different sources, including housing benefit and Housing Corporation revenue grants and, in the case of this Council, part of the sheltered housing service charge relating to support that had been 'pooled'. The new fund was cash limited and originally to be based on the previous year's actual spend but partners were notified that in 2003/04 the Government had top-sliced allocations under Supporting People by 2% for 2003/04. In Cambridgeshire the partners had already agreed to share the risk of an estimated £300,000 shortfall in funding in the current year. If the proposals to make further savings were agreed, the options could now be very different.

Nevertheless, approving the Strategy did not mean a commitment to any retrenchment policy, which was yet to be agreed and would be the subject of a

separate report, and the Head of Housing Strategy therefore asked for agreement to the strategy and the priorities listed in the report so that they could be pursued if funds allowed. A further report would then be submitted on savings to a later meeting of the Executive. Members expressed concern about the expectations the Strategy and priorities might engender, but it was noted that the Strategy was another central government requirement and that agreement was needed both for further discussions on priorities and in order for the funding bids to be submitted.

Discussion followed on the possible rewording of the recommendations, but it was finally concluded that this was unnecessary, and Cabinet, by 6 votes to 2 in each case

APPROVED the updated Supporting people Strategy 2003 – 2008; and

AGREED the 2004/05 housing support priorities as listed in paragraph 6 of the report in order for further discussions to take place with partner agencies and to enable agreed priorities to be submitted to the Housing Corporation for capital schemes and to ODPM for additional revenue grant.

It was further

AGREED that a further letter be sent to the Government complaining about the continually moving targets, which makes it difficult to plan services.

9. **GAMLINGAY VILLAGE DESIGN STATEMENT: FINAL DRAFT**

The Planning and Economic Development Portfolio Holder commended the Design Statement, as did Councillor SGM Kindersley as the local Member.

Cabinet members had no problems with the Design Statement, but queried the need for such Statements to come to Cabinet since most members would not know the village in question in sufficient detail. It was thought this was necessary at present in order to achieve adoption as supplementary planning guidance and possibly to ensure consistency, but the Leader suggested that the process should be investigated in the review of the constitution. Cabinet

RESOLVED that the draft Gamlingay Village Design Statement be adopted as Supplementary Planning Guidance.

10. **FORWARD PROGRAMME**

Cabinet **NOTED** the forward programme and that the Access to Services Best Value Review would in fact be considered by Cabinet on the 13th November, not the 11th.

The Chief Executive reported that he would bring a report on the Cambridge sub-region implementation stakeholder partnership, possibly to the next meeting.

Standing Items

11. **MATTERS REFERRED BY SCRUTINY COMMITTEE**

It was noted that a report recommending procedures for appointing consultants was to be presented to Cabinet.

The call-in of the Cabinet's decision to take no action on contributing towards a feasibility study for a second swimming pool at the Linton Special School was confirmed. Consideration would take place at the next ordinary meeting of the Committee, on 23rd October.

12. RE-LOCATION OF OFFICES TO CAMBOURNE

Nothing to report.

13. REVIEW OF THE COUNCIL BY CONSULTANTS

It was noted that this item would be omitted in future.

The Chief Executive reported that, with the departure of the Housing and Community Services Director, the new reporting lines had been implemented from 1st October, although no changes were being made to accommodation. Clarification of a number of areas of work would take place over the next month.

Members asked that they be advised of the changes by email and requests were made for advice on which officers were responsible for which areas of service.

The meeting closed at 12.10 p.m.

DECISIONS MADE BY PORTFOLIO HOLDERS

Decisions Made By Portfolio Holder For Resources & Staffing

Subject	Decision	Reason
Approval of Precautionary Item – Cambridge Sub-Regional Infrastructure Partnership	Approval of the Precautionary Item expenditure agreed by Cabinet at its meeting of 12 th December 2002 to make a District Council contribution of £30,000 towards the Cambridge Sub-Regional Infrastructure Partnership for 2003/04	The Infrastructure Partnership is comprised of all the local authorities in the Cambridge Sub-Region who are working together to implement the Cambridgeshire Structure Plan proposals for the Sub-Region, including securing adequate infrastructure and affordable housing for the growing population.

Subject	Expense	New Allowance (Oct 2000 figure)	Reason
Annual Increase in Relocation Expenses	House Hunting	£176 (£165)	The latest available index shows an increase of 6.51% since the last review in October 2000
	Disturbance & Furnishing	£520 (£488)	
	Legal expenses: If an Owner/Occupier	£2,938 (£2,758)	
	If in rented home	£2,002 (£1,880)	
	Lodging Allowance	£1,042 (£978)	
	Travelling Home	£343 (£322)	
	Maximum Allowance	£6,910 (£6,488)	

Decisions Made By Portfolio Holder For Conservation

Subject	Decision	Reason
Cam Sustainable Farming Project (Contribution towards partnership scheme)	<p>To authorise a grant sum of £4,000 towards the partnership funding of the Cam Sustainable Farming Project</p> <p>The grant sum to be made available from the Conservation Portfolio Holder's Heritage Initiatives budget 2003/04</p> <p>The post to be managed by the Farming Wildlife Advisory Group</p>	<p>The scheme would provide clear environmental benefits within the farmland landscape of the Cam catchment, the majority of which is within the South Cambridgeshire District. The project will create a strong partnership forged between FWAG, EN and EA with other organisations providing help in-kind.</p> <p>The scheme will increase awareness amongst farmers and the wider public on best practise land management techniques. The scheme would strengthen the</p>

		council's links with the farming community.
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Subject	Decision	Reason
Wandlebury Woodland Management Project	<p>To authorise a grant sum of £5,000 to the Cambridge Preservation Society towards the Wandlebury Woodland Management Project from the Heritage Initiatives Fund within the Conservation Portfolio Holders budget</p> <p>The grant sum to be financed by the re-allocated of the un-expanded grant from the Heritage Initiatives Fund previously offered in May 1999 towards Wandlebury Wetland Project</p> <p>The grant offer to be conditional on the potential for the wood chipper to be available for use as appropriate by the Milton Country Park an other villages developing Village Green Spaces</p>	<p>The grant sum will enable the Cambridge Preservation Society to both improve the management of the woodland for its wildlife value and develop their educational project, which is based in the park (by improving paths and creating new habitats). The grant sum will be primarily used to purchase a wood chipper which is essential to the management plan.</p> <p>Funding for the grant sum is available in the Conservation Budget under the Heritage Initiatives budget by re-allocating a previously awarded grant sum which remains un-expanded.</p>

Subject	Decision	Reason
Linear Sites Project: Phase 1 – Fleam Dyke	<p>To authorise a grant sum of up to £1,000 to <i>The Friends of the Roman Road & Fleam Dyke</i> to support the development of the Phase 1 Linear Sites project to improve interpretation and access to Fleam Dyke, The Phase 1 funding to be used to research, develop and publish the base interpretation leaflet.</p> <p>The grant sum to be made available from the existing budget allocation for the Linear Sites Project within the Heritage Initiative Fund from the Conservation Portfolio Holder's budget 2003/04</p>	<p>The grant sum will support the development of the Fleam Dyke interpretation and enhancement project.</p> <p>Funding for the project will be drawn from an existing budget made available for an earlier Linear Sites Project, within the Heritage Initiatives Fund.</p> <p>The overall objective of the project is to enhance the fabric and interpretation of Fleam Dyke as a recreational and archaeological asset.</p> <p>Phase 1 will support the development of the initial research and production of the basic interpretation material which will form the basis of a leaflet and subsequent on site notice</p>

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Subject	Decision	Reason
Thatching of 101 High Street, Cottenham	To offer a grant of £5,200 to Mr S Parr of 101 High Street Cottenham for the reinstatement of longstraw thatch in accordance with the approved grant policy	A grant would meet the aims of the grant policy, encourage the use of local sustainable materials, and enhance the appearance of this historic building and the conservation area.