



SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL COUNCILLORS' BULLETIN – ISSUE DATE 15TH OCTOBER 2003

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1. To Award a £300 Sports Grant to Miss Reynolds a Netball Player from **Ickleton**
2. To Award a £1,000 Sports Development Grant to **Bar Hill** Hockey Club


DECISION MADE BY PORTFOLIO HOLDER FOR PLANNING & ECONOMIC DEVELOPMENT

1. To Award the Following Economic Development Grants:
 - £5,000 to the Charity Global Grants
 - £5,000 to the Greater Cambridge Partnership
 - £4,000 to Cambridge ITEC Ltd
 - £9,074 to Qest
 - £9,500 to Cambridge Jobsearch / Connexions
 - £2,000 to Prince's Trust
 - £6,500 to Cambridge Women's Resource Centre

DECISIONS MADE BY PORTFOLIO HOLDER FOR HOUSING

1. Budget Virement Approval From Contingency Fund
 - £10,000 for Complete Sheltered Housing Assessments
 - £5,000 for Unforeseen Expenditure on Land Registration

IMPORTANT INFORMATION FOR COUNCILLORS

<u>COMMITTEE MEETINGS</u>			
FROM 20TH TO 24TH OCTOBER 2003			
 MONDAY 20TH OCTOBER 2003	10 AM	SUSTAINABILITY PORTFOLIO HOLDERS MEETING	COMMITTEE ROOM 2
	2 PM	TRAVELLERS CONSULTATIVE GROUP	COMMITTEE ROOM 1
WEDNESDAY 22ND OCTOBER 2003	2 PM	CONSERVATION ADVISORY GROUP	COMMITTEE ROOM 1
THURSDAY 23RD OCTOBER 2003	10 AM	AUDIT PANEL	COMMITTEE ROOM 2
	2 PM	CAMBOURNE DESIGN ENVIRONMENT GROUP	CAMBOURNE PROJECT OFFICE
	2 PM	SCRUTINY	COUNCIL CHAMBER

Training Courses

Name of Course	Description	Date and Venue
Licensing Bill: Reform for Licensing Alcohol, Entertainment, Cinema, Theatre & Late Night Refreshment House	Seminar on the Licensing Bill and its implications for local authorities.	Thursday 22 nd January 2004 at Solihull, West Midlands
Committee Training for Members on Standards Committees	To give an overview of the new system	Tuesday 28 th October 2003, Avonmouth House, London

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

Grounds Maintenance: Task and Finish Group

On 17th September 2003, the Scrutiny Committee decided to set up a Task and Finish Group to discuss grounds maintenance issues that affect our parishes. It was agreed that Parish Councillors should form part of the membership of the Group. The composition of the Group will be decided by the Chairman of the Scrutiny Committee.

If any Members are interested in being on this Task and Finish Group, please can they contact Patrick Adams on (01223) 443408 or Patrick.adams@scams.gov.uk

Papworth Hospital – Consultation on Becoming an NHS Foundation Trust

Papworth Hospital are applying to become one of the country's first NHS Foundation Trusts and have invited the Council to give its views. There is a copy of the consultation document in the library and additional copies are available from Papworth Trust's Corporate Affairs office on 01480 364240. Further information is available on their website:

www.papworth-hospital.org.uk

The deadline for comments is 28th November 2003 as the application to the Secretary of State will be made on 12th December 2003. If successful, Papworth Hospital will achieve NHS Foundation Trust status in April 2004.

Public Appointments in the NHS

The NHS Appointments Commission are looking for members of the local community to serve on their local Cambridgeshire and Peterborough Mental Health NHS Trust as either:

- a director of the Board; or
- a Non-Executive Board Director

The Commission is looking for candidates who have a genuine interest in health care issues and a commitment of the needs of the local community.

An information pack and application form are available by calling 0113 394 2999 and quoting reference E3438.

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 Democratic Services Manager must be notified of any call in by **Wednesday 22nd October 2003 at 5pm**. All decisions not called in by this date may be implemented on **Thursday 23rd October 2003**.

Any member considering calling in a decision made by Cabinet is requested to contact the Democratic Services 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.

INFORMATION AND CUSTOMER SERVICES PFH

Meeting held on the 2nd October 2003 at 2.00 p.m.

PRESENT: Councillor JD Batchelor
Councillor Mrs DSK Spink

GJ Harlock S Carroll
J Fowler SC May
M Wylie

1. **APOLOGIES FOR ABSENCE**

JS Ballantyne

2. **MATTERS ARISING FROM PREVIOUS MEETING**

Members Allowances – Panel members

It was confirmed that the panel's terms of reference would include the issue of suspension of allowances if a member were suspended from the Council.

EEDA Broadband Update

It was noted that the contract cost of employing Richard Jones of RDJ Consultants was £20,000 not £18,000.

3. **COMMUNICATIONS UPDATE**

- 3.1 SC circulated a progress report on communications issues. She reported that delivery of South Cambs magazine was due on Friday, 3rd October, to garages at Cottenham. A delivery company was handling distribution and some of the Council's delivery team had signed on with them.

The Chief Executive's Briefing for September had not yet been published.

3.2 Corporate Identity

SC reported that of the £13,000 required for this project, £5,000 was coming from Democratic Services and IT were donating time, and it was hoped that the remainder could be vired from the budget for the Assistant Chief Executive post. Until the funding was in place quotations could not be sought and members advised. She gave a reminder that the intention was to simplify the crest for use on letter heads etc and that the aim was to prepared new stationery for the move to Cambourne.

SC

JB stated that nothing much was heard from the NOW Group and suggested that its members should report to their groups.

3.3 Language Line

It was noted that this service would cost an £295 annual fee plus a set amount a minute for translation. The Council had to be able to offer a translation service and this appeared to be the most cost effective way of doing so.

3.4 Local Democracy Week

DS asked what was involved in young people attending Cabinet and

shadowing portfolio holders and requested that a programme be set out. **JF**

3.5 Change of Address – Library Bookmarks

SC set out a proposal for the preparation of bookmarks giving the Council's change of address, to be distributed by libraries and in the reception area at South Cambridgeshire Hall, to target the high proportion of residents who visited libraries.

The proposal was supported for SC to progress, and it was also suggested that a sticker might be provided in South Cambs magazine. **SC**

3.6 Media Coverage

As requested at the last meeting, SC produced a break-down of media coverage since April 2003 together with comparative figures from other comparable authorities. She reported that every item sent to the media was covered and that a file was kept of news items and response to press releases. Some authorities had computer programmes which would allow a more detailed analysis of responses, but the information team could offer more information if required. Press cuttings were available on the intranet and file copies were kept by the team and in the library.

JB's main aim was to ensure that the Council was receiving due coverage. Communications were a priority and internal communications were still felt to be a problem, DS including councillors among those not receiving all the information they should.

4. **EEDA BROADBAND UPDATE**

MW reported that Richard Jones had prepared a project management plan, which he would email to JB.

Richard Jones had spoken to the major suppliers and there were some exciting new prospects. The intention was still to use the voucher scheme. The suppliers would be given the value of a voucher for each of the first (number to be agreed) customers but would only receive funding once they had built their network and starting getting customers. The Council was moving towards having a list of villages to supply, in two phases, the first being the areas having made an EEDA bid except where these were commercially viable. The overlap of the phases was not being encouraged. A joint approach with East Cambridgeshire was a possibility and would solve some boundary issues.

It was noted that it would not be easy to reach every household and that expectations would need managing. **MW**

Richard Jones was to cover ongoing community involvement in his approaches to suppliers, but the advice was not to make that mandatory in expressions of interest, but to have it included as part of the extra value of the bid. A web page was to be set up with a message board for comments, and MW was to send a note out the following day to village contacts about the Cabinet decision on the policy. **MW**

5. **CASCADE UPDATE**

MW reported on the current position and that a revised project plan to be

considered the following day aimed to go live with South Cambs' services at the end of January. Some functionality might be available in December, in which case it would be used.

The County Council was continuing to investigate technologies for its own use and had been advised that the same technologies could be used for the District's services as long as the implementation target was achieved.

GH advised on the staffing situation for those who would be affected. The termination date envisaged allowed for an overlap in service.

MW had been asked to report briefly on the wheeled bin hotline to Scrutiny Committee on 23rd October and to Cabinet, possibly on the 30th October. It was believed that the hotline was satisfactory for its intended role. The problem was that people were trying to use it for other services. The non pick-up rate was about 10%, but this was believed to be largely at the peak time on Mondays.

6. RESOURCE BOOKING PROJECT

A report was presented on a new electronic method of booking meeting rooms and associated facilities, which was due to be implemented on the 10th October. The information would be accessible through the intranet.

7. FORWARD PROGRAMME

Confirmed that the Access to Services Best Value review would be considered by Cabinet on 13th November.

8. ANY OTHER BUSINESS

E-Democracy

The next young people project meeting was on the 13th October. Susannah Harris was to bring consultants in to see MW.

CIP Process

Noted that the CIP process was swinging into gear. GH reported that management team supported the recommendations of the Access to Services review on the need for a web development officer, but not in terms of the highest priority. This had to be considered in conjunction with other bids, and not all bids would gain support.

9. DATES OF NEXT MEETINGS

Monday 10th November at 10.00 a.m.

Tuesday 9th December at 10.00 a.m.

Tuesday 13th January at 10.00 a.m.

The meeting closed at 3.30 p.m.

OFFICER DECISIONS REPORTED FOR INFORMATION

Decisions by Community Development Partnerships Manager

Applicant	Decision	Reason
Harriet Reynolds Aged 14 from Ickleton	To award a £300 Talented Young Sports Performer Grant (TYSP03) to support Harriet's attendance at the All England Netball Camp.	Funding towards travel expenses and over night stays in Norwich, where the camp is based.

Applicant	Decision	Reason
Bar Hill Hockey Club	To award a £1,000 Sports Development Grant (SD05) to establish an adult and junior hockey club in Bar Hill	The club will provide opportunities for adults and Juniors in Bar Hill and the surrounding area to participate in hockey

DECISIONS MADE BY PORTFOLIO HOLDERS

Decisions Made By Portfolio Holder For Planning & Economic Development

Subject	Decision	Reason
To Award the Following Economic Development Grants	£5,000 to Global Grants	So the charity may continue to attract EU funding for smaller groups in the region
	£5,000 to Greater Cambridge Partnership	to support its role in providing an identity for the Cambridge Area and thereby promote the area's interests in aspects such as becoming a world leader in learning and knowledge based businesses.
	£4,000 to Cambridge ITEC Ltd	So Cambridge ITEC Ltd may continue to provide advice, support and training to overcome barriers to employment
	£9,074 to Qest	So that it may continue to provide guidance, employment preparation and access into work for the long term unemployed with mental health problems or learning or physical disabilities
	£9,500 to Cambridge Jobsearch / Connexions	To ensure that they may continue to assist people to enter/ re-enter the labour market to find appropriate training
	£2,000 to Prince's Trust	To ensure that the agency may continue to offer grants, loans and business advice for young people to establish new businesses
	£6,500 to Cambridge Women's Resource Centre	To support the organisation that provides information, support and training to women in Cambridgeshire

Decisions Made By Portfolio Holder For Housing

Subject	Decision	Reason
Budget Virement	To vire £10,000 from the Contingency Budget	To provide temporary assistance to complete Sheltered Housing assessments
Budget Virement	To vire £5,000 from the Contingency Budget	To provide unforeseen expenditure on Land Registration