



**SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL
COUNCILLORS' BULLETIN
ISSUE DATE 28th JANUARY 2004**

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IMPORTANT INFORMATION FOR COUNCILLORS

<u>COMMITTEE MEETINGS</u>			
FROM 2nd February to 6th February 2004			
MONDAY 2nd FEBRUARY 2004		Planning Inspections	
TUESDAY 3rd FEBRUARY 2004	4 pm	Local Strategic Partnership	Committee Room 1
WEDNESDAY 4th FEBRUARY 2004	10 am	Development and Conservation Control Committee	Council Chamber
THURSDAY 5th FEBRUARY 2004			
FRIDAY 6^h FEBRUARY 2004			

Information on Housing Portfolio Holder meetings

At the December meeting of the Housing Portfolio Holder, it was agreed to trial inviting non-executive Members to the meetings. The allocation will be done on a first come, first served basis and will be restricted to two members only. If you would like to attend the next Housing Portfolio Holder meeting, it will be taking place in Committee Room 2 between 9.30 am and 12.30 pm on Wednesday 11th February. Members who wish to attend must note that some items may be confidential.

Contact Lucie Edginton, on (01223) 443026 or lucie.edginton@scambs.gov.uk

Information on D/102 – Cambourne Quarterly Update

Background

This is a revised version of the Cambourne quarterly update that used to be presented to Planning Committee, but will now be part of the Councillors' bulletin. Its purpose is to inform all members of what is happening at Cambourne.

Housing

The first residents moved into Cambourne in August 1999 and by the end of 2003, 1150 houses were occupied.

Planning permission has now been granted for 1714 homes.

At Great Cambourne, work is continuing on several sites.

At Lower Cambourne, all of the housing sites are either finished or under construction, all due to finish by late spring. The only remaining sites undeveloped are an area safeguarded for a pub and a shop, and the site for the cricket pavilion.

There are now 80 council rented and 119 'low cost' houses occupied at Cambourne. Work is continuing on four sites for Council rented homes and on one site providing low cost and key worker homes.

Business Park

Construction of phase six of the Business Park (SCDC offices) is continuing, together with landscaping and infrastructure within the site. Planning permission has been granted for 3 other buildings, none of which have yet begun construction.

Infrastructure

The construction of the southern arm of the Caxton by-pass is continuing, and is anticipated to be complete by mid summer.

The first balancing lake in the eastern valley has been completed, providing flood protection for the village of Bourn from development in Great Cambourne.

Village centre / High Street

The supermarket has been open for over a year. Planning permission was granted for the first parade of shops and offices over a year ago, but construction has not yet begun.

The application for the second parade of shops, offices and flats is due to be heard at planning committee in February.

The hotel is under construction, and is anticipated to be complete by June.

The library / health centre is under construction, and will be complete by September. The doctors' surgery will then move from its current temporary location.

The Wildlife Trust HQ is under construction, and will be complete by late spring.

Community facilities / Services

The Management Liaison Committee is due to be replaced by a Parish Council once elections are held in June 2004.

The first of the two primary schools planned for Cambourne has now been completed, after being constructed in 3 phases.

Playing fields are now under construction in both Lower and Great Cambourne.

There are now three childrens' play areas in use, and a fourth area, which includes facilities for skateboarding, is undergoing design work.

Officer contact details: -
Kate Wood or Mike Huntington
Ext 3264 / 3266

Information on Development Services Department – Quarterly Performance Review

PERFORMANCE CRITERIA

QUARTERLY STATISTICS

In the third quarter of 2003 the number of applications received by South Cambridgeshire increased by 6% over the corresponding period in 2002. In England there was a 5% increase.

The percentage of all decisions taken within the eight-week period in the District was 69% compared with 73% in England. The equivalent figure for householder development was 84% compared with the national figure of 82%.

The percentage of decisions delegated to officers in this quarter was 90%. There is no equivalent national figure but in Cambridgeshire the average figure was 91%. The Government has set a target of 90%.

The new Government targets are included in the Statistical Release. On the “excluding major and minor applications” where the Government target is 80% in eight weeks the Council achieved 77% whilst on the “minor” category where we are urged to decide 65% in eight weeks the Council achieved 48%. The more difficult target is the Government’s 60% in thirteen weeks for major applications i.e. things like the Wellcome Trust or the Northern Fringe! Here the Council achieved 21%.

The graphs, which accompany this report, illustrate the picture in Cambridgeshire for each of these development types during the year ending 30th September 2003 and the quarter July to September 2003.

RETROSPECTIVE APPLICATIONS

In response to a recommendation from Scrutiny Committee (17th April 2003), the number of retrospective applications are to be recorded.

Thus in the third quarter of 2003, the number of retrospective applications submitted was 21. This represented 3.3% of all applications submitted during that quarter, a very similar proportion to the number submitted during the period 2000-2002 inclusive (3%). Of the 20 retrospective applications which have been determined, 80% have been approved and 20% refused. During the quarter 85% of all applications were approved.

ENFORCEMENT STATISTICS (Quarter ending September 2003)

Statistics for the previous quarter are in brackets.

Enforcement Notices	1	(2)
Stop Notices	1	(0)
Planning Contravention Notices	0	(2)
Breach of Condition Notices	0	(0)
Amenity Notices	0	(1)
Number of Complaints	111	(108)
Prosecutions	2	(1)

LANDSCAPING STATISTICS (Quarter ending September 2003)

Statistics for the previous quarter are in brackets.

Applications for work on Statutorily protected trees

(Tree Preservation Orders and Conservation Areas)

Number of applications	170	(103)
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Landscaping

Number of landscaping conditions received from D.C.	81	(64)
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Number of weekly actions	669	(867)
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Number of schemes submitted	68	(93)
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Number of schemes finalised and approved	28	(31)
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Number of landscaping conditions currently active (excluding Cambourne work)	958	(996)
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Number of breach of condition notices served	0	(0)
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LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1986

Background papers in respect of this report for the purposes of the above Act are available for inspections in accordance with the provision of that Act:

- a) Any planning application, including plans and any accompanying letter or document from the applicant.
- b) Any letter or representation received in connection with a matter reported.
- c) Any Structure Plan, Local Plan or Policy Document referred to in a report.
- d) Any agenda, report or minutes of a meeting of the Council referred to in a report.
- e) Any other publication, document or report referred to in the report.

Files on individual items are available as required from the following individuals:

Mr J Belcham	(01223) 443252
Mr A Moffat	(01223) 443169
Mr K Miles	(01223) 443181
Mr R Morgan	(01223) 443165
Mr D Rush	(01223) 443153
Mr P Sexton	(01223) 443255

D B HUSSELL
Development Services Director

Training Courses/Seminars/Conferences

Name of Course	Description	Date and Venue
<u>CIPFA Local Government Finance for Councillors Seminar</u> Designed especially for elected members and will be of particular benefit to those wishing to update their knowledge of the current issues likely to affect the present local government finance system	<u>Key themes include:</u> <ul style="list-style-type: none">• explain how current system has evolved• outline the main features of the revenue finance system including Formula Spending Shares and Revenue Support Grant• explain what the government meant by "Resource Equalisation"• examine the prospects for further structural reform in England	24 th March 2004 9.30 – 4.30 The Montague on the Gardens Hotel, London 15 Montague Street, Bloomsbury, London WC1B 5BJ

More details on the above courses can be found by contacting Lucie Edginton, on (01223) 443026 or lucie.edginton@scambs.gov.uk

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 4th February 2004 at 5pm**. All decisions not called in by this date may be implemented on **Thursday 5th February 2004**.

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.

DECISIONS MADE BY OFFICERS

Subject	Action Taken
<u>Talented Young Sports Person Grant</u> TYSP04: Funding to support Jason Lai (aged 10) from Linton to support Jason's Badminton in order for him to develop into a world-class badminton player	To award a grant of £500 to Jason Lai from Linton towards funding the cost of attending competitions and training camps in the UK

CABINET

At a meeting of the Cabinet held at 9.00 am on
22nd January 2004

PRESENT: Councillor Mrs DSK Spink Leader and Conservation Portfolio Holder
Councillor RT Summerfield Deputy Leader and Resources and Staffing Portfolio Holder

Councillors: Dr DR Bard Planning and Economic Development Portfolio Holder
CC Barker Environmental Health Portfolio Holder
JD Batchelor Information and Customer Services Portfolio Holder
RF Collinson Sustainability and Community Planning Portfolio Holder
Mrs EM Heazell Housing Portfolio Holder
Mrs DP Roberts Community Development Portfolio Holder

Councillors RF Bryant, Mrs SA Hatton, SGM Kindersley and Mrs LM Sutherland were in attendance, by invitation.

Procedural Items

1. MINUTES

The Leader was authorised to sign as a correct record the minutes of the meetings held on 18th December 2003 and 8th January 2004, subject to the following amendment:

Priorities and Spending Plans 2004/05 – 2006/07 (Minute 4, 8th January 2004, Page 4, final bullet point)

“...the postholder could act as a consultant to the Home Improvement Agency...”

The Chief Environmental Health Officer agreed to check the accuracy of the statement that, from a health Authority presentation, Teversham was the district's most deprived village (Minute 4, 18th December 2003).

2. DECLARATIONS OF INTEREST

None.

Recommendations to Council

3. PRIORITIES AND SPENDING PLANS 2004/05 – 2006/07

Cabinet, at its meeting on 8th January 2004, had agreed to increase funding of the Continuous Improvement Plan (CIP) bids with recurring costs to £800,000, of which £300,000 would be new money and £500,000 savings. Portfolio Holders had agreed to examine their budgets to identify £500,000 savings. The Chief Executive presented the report and apologised for its late publication, a result of the final Portfolio Holder meeting being on 16th January. After reviewing the figures, only £146,000 additional savings had been identified, as had, provisionally, £167,000 additional spend on refuse collection and street cleaning.

Two options were presented: to restrict the increase in spending to £450,000 to adhere to the original agreed limit of £300,000 with the newly-identified savings, resulting in the rejection of all but the inescapable CIP bids; or to maintain the original intention to spend approximately £800,000, resulting in a 2005/06 underlying Band D Council Tax of £183. The Chief Executive noted that recent government reports about capping Council Tax raised the question of whether it was wise to maintain Council Tax at £70 for 2004/05 whilst committing the Council to on-going expenditure: significant problems would arise if the expenditure were already committed and the government then capped the Council Tax.

The Chief Executive recommended that the best course of action, from a business point of view, would be to increase tax to £100 for 2004/05 and see if the tax were capped before embarking on additional expenditure. He stressed the need to bring the currently low level of tax in line with the higher underlying level of Council Tax and the continuing effect on the budget of subsidising the tax level. The Chief Executive drew attention to the huge discrepancy in government support: Audit Commission data demonstrated that the central government grant to South Cambridgeshire was £48.06 per head of population, compared to the average district grant of £84.10 per head of population. This level of grant was causing the Council to struggle with its budget while trying to maintain Council Tax at a sustainable level.

Members discussed the issue at length:

- The late receipt of the report, some members not having received it due to computer problems, made it difficult to have an informed discussion on such a complex and important topic;
- Councillors had publicly stated that there would not be an increase in Council Tax in 2004/05 and it would damage the integrity of the Council, and of members personally, to change position;
- £50,000 in 2004/05 for plastics recycling could be deleted as this would be covered by government grant
- There was a reasonable expectation of a £200,000 grant for e-government delivery
- Capital and General Fund reserves could not be used for revenue expenditure;
- The Council was now in a difficult position after having not levied a rate for many years, but this would not be easy to explain to residents or to the government, which calculated only a percentage increase;
- If the reasons were presented clearly by all Councillors as a united front, it was hoped that the electorate would understand the need for a possible increase in order to fund desired services such as affordable housing and recycling; and
- Central government funds for Northern Fringe development were not a certainty: the body to decide the funding had yet to be established, but a lack of funding could have serious implications for the cycleways and economic development grants budgets.

Cabinet

AGREED that a special meeting of the political group leaders, with Councillor RT Summerfield as substitute for Councillor MP Howell, be convened on 28th January 2004 at 10.00 am to discuss the results of consultation with members and with parish councils and to determine a recommendation to Cabinet; and

DEFERRED discussion on this item to a special meeting of the Cabinet at 2.00 p.m. on 29th January 2004, at which all members of Council would be invited to speak; all members to be issued with a paper copy of the report and advised of the potential additional cost per Band D property.

The Finance and Resources Director cautioned that, after Cabinet's decision on 18th December to defer the approval of the estimates, all reports on the budget would inevitably

be late as it was necessary for Cabinet to make its decisions before the Accountancy staff could proceed further with the estimates.

4. **MANAGEMENT TEAM – TERMS OF REFERENCE**

The Chief Executive presented terms of reference for the Management Team, to be included in the Constitution. Item (a) of the Strategic Policy Role was amended to read, “The main focus of the work of Management Team is to ensure the delivery of Council policy and objectives.” Management Team did not have any executive function or decision-making powers, but sought to ensure there was a framework of policies, as decided by Cabinet, and to keep Cabinet aware of any need for further policies. It was currently comprised of Directors and the Chief Executive confirmed that second tier officers were invited, and would continue to be invited, as required. He felt that it was necessary to maintain flexibility.

A discussion ensued about whether the Leader could attend Management Team meetings on behalf of the Cabinet or members of Cabinet request to attend; or whether officers should be left free to manage the organisation. The Chief Executive explained that officers had a statutory obligation to give impartial advice to members free of any political overtones: attendance by the Leader or other members could lead to implications of potential political influence over any Management Team recommendations. There had been a joint meeting of Cabinet and Management Team in November 2003 and the Chief Executive acknowledged that further informal joint meetings would be beneficial, although meetings should not be formally scheduled just for the sake of having a meeting.

Councillor RF Collinson proposed, seconded by Councillor Mrs DP Roberts, that the terms of reference be amended to include, “in exceptional circumstances where it is felt to be appropriate, Management Team has the discretion to request the Leader or members of Cabinet to attend meetings, and the Leader or members of Cabinet could request to attend Management Team meetings, for the discussion of specific issues”. A vote was taken and with two in favour and five against the proposal was **LOST**.

Cabinet **AGREED** that the terms of reference would be amended to include in the Note: “Management Team normally comprises the Chief Executive and Directors, but may include others as required”.

Cabinet

RECOMMEND TO COUNCIL that the amended Management Team terms of reference be included in the Constitution.

Policy Items

5. **RISK MANAGEMENT STRATEGY**

The Resources and Staffing Portfolio Holder introduced the report, noting that the Council needed to adopt a Risk Management Strategy as part of its overall Corporate Governance arrangements and as a key element in the identification and management of risks. He commended the Strategy to Cabinet, adding that a Risk Management Group had been established, with the Finance and Resources Director as Chairman.

Cabinet **ENDORSED** the proposed Risk Management Strategy, and

AGREED

- (a) that risk management issues would be identified on all committee reports via a new "Risk Management Implications" section or other appropriate means;
- (b) that risk management be included on the Council's in-house employee training programme and / or Corporate Induction course;
- (c) that there be regular communication on risk management via Team Briefings; and
- (d) that risk management issues be included in the Project Management Toolkit and service planning guidance.

6. STRATEGY FOR THE PROCUREMENT OF GOODS AND SERVICES

Cabinet had, at its meeting on 16th October 2003, received a report from the Chief Executive and the Finance and Resources Director on a Best Value Strategy for Service Procurement, which referred to the purchase of goods and services but did not further cover that aspect of procurement, which was addressed by this strategy.

It was noted that Sustainability Implications were now incorporated in the section on the Effect on Corporate Objectives.

Cabinet **APPROVED** the Strategy for the Procurement of Goods and Services.

7. HUMAN RESOURCES (HR) STRATEGY

The Resources and Staffing Portfolio Holder explained that the report presented a framework for the preparation of a Human Resources (HR) Strategy and not the strategy itself. It was hoped that that completed strategy would be presented to Cabinet before the Comprehensive Performance Assessment (CPA) at the end of March.

Cabinet **APPROVED** the adoption of a Human Resources (HR) Strategy in accordance with the framework document.

8. LOCAL DEVELOPMENT FRAMEWORK (LDF)

The Council had commenced work on Local Plan No. 3 when the government introduced the new Local Development Framework. The Planning and Compulsory Purchase Bill, expected in June/July 2004, would establish the new process, but the draft guidance appeared to suggest that no formal stages of the new-style plan-making be undertaken until the Bill was enacted. The Planning and Economic Development Portfolio Holder explained that it was necessary to continue with preparations in advance of the enactment in order to complete the process according to schedule. He cautioned that there was a minimal risk that some work could be invalidated by the enactment.

Cabinet

AGREED that the Council continue the preparation of the Local Development Framework without delay and, together with the Infrastructure Partnership, make representations to the government to introduce transitional arrangements to allow the submission to the Secretary of State of Local Development Frameworks which had been subject to consultation consistent with the Draft Regulations before enactment of the Planning and Compulsory Purchase Bill.

9. COLLECTIVE CABINET RESPONSIBILITY

Cabinet, at its meeting of 24th May 2001, had agreed that Cabinet members must not disagree with agreed Cabinet policy outside Cabinet meetings, but there had been queries about whether this collective Cabinet responsibility should apply both to decisions made by

the Cabinet and to recommendations to Council. The Constitution Review Working Party recommended that Cabinet review its policy.

Members discussed the issue at length and the following points were made:

- If Cabinet made a democratic decision to recommend an issue to Council, it could demonstrate a lack of cohesive ability if Cabinet members then spoke against the recommendation at full Council;
- Cabinet minutes record the votes for and against recommendations to Council and all Members were invited to attend Cabinet meetings and would thus be aware which members supported or disagreed with a recommendation;
- Cabinet members who spoke against a recommendation at full Council could add a caveat that they were giving their own personal view and not speaking as an executive member;
- Members were elected to represent their wards and must be given the opportunity to speak on behalf of residents at full Council even if the residents' view contradicted the Cabinet recommendation;
- It could appear disorganised and disunited if a member who spoke out strongly against a policy approved by Council was the Cabinet member responsible for the implementation of that policy;
- Although all Councillors are equal and should have the right to speak freely at full Council meetings, collective responsibility should apply only to Cabinet members;
- There was no legal basis for Cabinet to constrain the right to free speech; and
- Members could resign if they were strongly opposed to a democratic decision taken by the Council.

Cabinet

CLARIFIED its decision of 24th May 2001 "that Cabinet members must not disagree with agreed Cabinet policy outside Cabinet meetings" to require collective Cabinet responsibility after a decision has been made by Cabinet, but not before a final decision has been made, i.e. before Council has made its decision on a recommendation; and

DEFERRED, pending legal advice, a decision on whether Cabinet members who could speak freely against a recommendation to Council should abide by collective responsibility after a final decision has been made by Council.

10. MEMBER TRAINING ADVISORY GROUP

Cabinet had the responsibility of appointing members of an Advisory Group, but as a structured approach to member training was a priority and it was hoped to begin meetings of the Member Training Advisory Group as soon as possible, Cabinet

AGREED to give the Portfolio Holder for Information and Customer Services delegated authority to invite members to the Member Training Advisory Group, if possible reflecting the political make-up of the Council.

11. TRAVELLERS CONSULTATIVE GROUP (Urgent item with permission of the Leader.)

The Travellers Consultative Group, at its meeting on 20th January 2004, had recommended to Cabinet that a letter be written to the Deputy Prime Minister (DPM) requesting a meeting to detail South Cambridgeshire District Council's concerns with the present situation and implications of the amount of possible emigration from Eastern Europe after 1st May. The Community Development Portfolio Holder explained that after 1st May, when ten more countries would be admitted to the European Union, it was possible that up to 100,000 members of the Travelling community could migrate to the UK. Councillor Mrs DP Roberts

noted the current influx of Irish Travellers, particularly in Cottenham, and its implications for the indigenous Travellers and the associated planning and law and order issues.

Councillor Mrs Roberts also updated members on the results of police investigations into the origins, activities and likely movement patterns of some of the recently-arrived Travellers. A full report would be presented to a meeting of the South Cambridgeshire Crime and Disorder Partnership Group. The possibility of a joint seminar with other authorities was considered but deferred pending the response of the DPM and the Local Government Association (LGA).

The Head of Community Services explained that there was a pressing need to complete a needs assessment survey. The District Council would be working with the Cambridgeshire County Council and local Travellers' organisations, first to establish trust between the Travellers and the local authorities, and then to conduct the survey work, which was best completed during the winter months when the population was least mobile. The Director of Development Services confirmed that completing the survey would increase the Council's chance of success in any court cases. He also outlined the legal process of the current injunctive exercise at Cottenham and members noted the necessity of having legal representation at planning appeals to assist the appeals officers, which would incur additional cost.

Members discussed the situation and, taking into account the potential cost, acknowledged that it was sensible to proceed with the needs assessment. The Planning and Economic Development Portfolio Holder confirmed that the legal expenses could impact on Council Tax and the budget and stated that the Council must be prepared to address the situation and inform residents. He recommended that the Council ask the government for financial assistance as this District was bearing the brunt of what was becoming a national problem.

Councillor Mrs Roberts requested a legal presence at all future meetings of the Travellers Consultative Group and thanked the Assistant Solicitor for her attendance at the last meeting. She also informed members of an e-mail from Mr Bill Forrester at the Office of the DPM (ODPM), stating that an invitation-only seminar to discuss Travellers issues would be held in Cambridge on 30th January, but that, from all Cambridgeshire authorities, only one officer from Fenland District Council had been invited. The Leader and Chief Executive agreed to contact the ODPM to ask for more representation at the seminar.

Cabinet

AGREED

- (a) to write to the Deputy Prime Minister and request a meeting to discuss the current and possible situation in South Cambridgeshire, the letter to be copied to the Members of Parliament for South Cambridgeshire, South East Cambridgeshire, Cambridge City, GO-East and the Local Government Association.
- (b) to contact Mr Bill Forrester at the ODPM to request that a representative of South Cambridgeshire District Council attend the forthcoming seminar on 30th January 2004;
- (c) that there was a need to conduct a needs assessment survey of the Travelling community; and
- (d) that a joint seminar with other authorities in a similar situation would be considered following the response from the DPM and LGA.

Operational Items

12. ARRANGEMENTS FOR APPROVING THE COUNCIL'S COMPREHENSIVE PERFORMANCE ASSESSMENT (CPA)

The Chief Executive explained that the self-assessment prepared for the Peer Review Team formed the basis of the CPA self-assessment, revised to address criticisms from the Peer Review. A meeting with all officers involved would be held on 23rd January to review the document, but, as the self-assessment must be provided by 13th February, Cabinet approval could not be obtained before the deadline. Other local authorities had delegated authority to the political group leaders as signatories to approve the self-assessment for submission and Cabinet

AGREED to delegate authority to the Councillors RF Collinson, Mrs EM Heazell, Mrs DSK Spink and RT Summerfield (as substitute for Councillor MP Howell) as group leaders to sign the self-assessment for submission.

13. FUTURE MEETINGS OF CABINET

Cabinet, at its meeting of 27th November 2003, agreed future dates for meetings for the remaining months in the 2003/04 municipal year and that Cabinet should meet on a monthly basis in coming years. Annual Council was scheduled for 24th June 2004 and members considered the best time to schedule the monthly Cabinet meetings, in light of deadlines for reports and call-in, other scheduled meetings and leaving sufficient time for holidays. The Scrutiny Committee would be considering its own meeting dates at its meeting that afternoon.

Issues discussed included:

- Whether having both Cabinet and Scrutiny Committee meetings on the same day could encourage greater attendance at both. Conversely, whether having both meetings on the same day could lead to having to defer or adjourn longer Cabinet meetings, and to create additional pressure on officers writing reports for both meetings;
- Whether it would be possible to have all meetings within the same fortnight each month, leaving time for members and officers to schedule holidays in the remainder of the month. Conversely, whether it was appropriate to organise Council business on the basis of holidays;
- Whether having an earlier start time for Cabinet meetings would result in additional journeys if the briefings had to be scheduled the day before. Councillors and members of the public could benefit if more than one meeting were held on the same day, limiting the number of trips to Cambourne, although it was noted that there would be fewer traffic problems than at present; and
- Called-in Cabinet decisions needed three weeks between the Cabinet meeting and the Scrutiny Committee meeting for all the processes to be followed.

Cabinet **AGREED** to meet on the second Thursday of each month for the municipal year 2004/05.

Councillor Mrs EM Heazell requested that, if Council meetings were scheduled on the last Thursday of each month, that date be used for member training purposes on months when no Council meeting was required.

Standing Items

14. MATTERS REFERRED BY SCRUTINY COMMITTEE

None.

15. RE-LOCATION OF OFFICES TO CAMBOURNE

Nothing to report.

Confidential Item

16. MANAGEMENT OF COMMERCIAL SERVICES

This item was deferred due to legal reasons.

The meeting ended at 12.35
