

COUNCILLORS' BULLETIN
15TH SEPTEMBER 2004

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**South
Cambridgeshire
District Council**

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DECISIONS MADE BY HOUSING PORTFOLIO HOLDER

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MINUTES

1. Minutes of the Cambridge City Airport Consultative Committee held on the 2nd of September 2004 are available on request from Democratic Services or you can download them from their web site <http://www.cambridgecityairport.com>
2. Draft minutes of the Cabinet Meeting held on the 9th of September 2004
3. Minutes of the Area Joint Committee held on the 10th of September 2004

COMMITTEE MEETINGS FROM: 20th – 24th September 2004			
Monday 20th September 2004	10 am	Standards Committee Training	Grd Floor Meeting Room
	10 am	Milton Country Park Advisory Group	Milton Country Park
Tuesday 21st September 2004	10 am	EDF Energy – Presentation on Proposed 132 kV overhead line from Burwell to Horningsea*	Council Chamber
	2 pm	Arts Development Advisory Group	Grd Floor Meeting Room
	2 pm	Windmill Estate Project Steering Group	1 st Floor Meeting Room
Wednesday 22nd September 2004	10 am	Waste Management Advisory Group	1 st Floor Meeting Room
Thursday 23rd September 2004	2 pm	Council	Council Chamber
Friday 24th September 2004	2 pm	Planning and Economic Development Portfolio Holders Meeting re Guided Bus and Northstowe	Grd Floor Meeting Room

*If you are interested in attending, please contact Ian Senior on 01954 713028

Contact Details for Councillors

Councillor Sandra Doggett can now be contacted by email. Please amend your records accordingly.

Spare Copies of Agendas - Advance notice needed if you want one

To reduce unnecessary paper consumption, Democratic Services prints a limited number of spare copies of meeting agendas, many of which are reserved for use by members of the public who attend. In recent months officer and member demand for paper copies has escalated, leaving the public without any of the paperwork to which they are legally entitled. It is not always possible to make additional paper copies when there are special copying requirements such as colour prints or spiral binding, and impossible to have additional copies made when the meeting is about to start.

The agenda is published five clear working days in advance of any public meeting. All members of the Committee automatically receive a paper copy in the post. All other members and officers are given electronic links to the agenda, from which copies may be printed at home or at work, of the entire agenda or of individual items of interest.

Members and officers planning to attend meetings are kindly requested to let Democratic Services know **at least 48 hours before the meeting date** if they need a paper copy of the complete agenda so that additional copies can be printed in time, otherwise we cannot guarantee having enough spare copies for members, officers and the public. Otherwise, please use the website to print off and / or save items of interest – contact Democratic Services if you have any questions about how to do this.

Papers Distributed at Meetings – Beware!

Members and officers are reminded that it is a legal requirement that any documentation referred to or distributed at meetings must be made available for public inspection as background papers. This must be available at least five working days before the meeting, unless it is a matter of urgency, otherwise a member of the public could mount a legal challenge against any decision.

Permission must be obtained from the Chairman of the committee before any late paperwork can be considered. If you wish to distribute additional paperwork, you are responsible for gaining permission to do so by approaching the Chairman directly and making your case. If the Chairman agrees to accept the paperwork, he or she will announce this at the meeting, giving one of the following reasons, which will then be minuted:

- Unforeseen Circumstances (this does not include administrative inconvenience)
- Urgency
- Where any delay in taking the decision could seriously prejudice the Council's or the public's interests

Special rules apply to key decisions.

If you distribute supplementary report papers at the meeting, please ensure there will be enough copies for the Democratic Services meeting file and, wherever possible, please provide electronic copies for addition to the website. This includes providing copies of any e-mail that is discussed at a meeting, regardless of the original recipients. Democratic Services also needs a file copy of any documentation referred to or distributed at meetings not open to the public, or for items discussed when the public has been excluded from the meeting.

Car Share to Cambourne Business Park

Benefits include:

- ✓ saving money
- ✓ reduced stress and congestion
- ✓ a cleaner environment

To find out more visit the Marketing Suite at Cambourne Business Park for an informal drop-in lunch anytime between 12pm and 2pm, Tuesday 21 September.

Tea for Two Invitation

If you car share to South Cambs Hall on Wednesday 22 September you can claim a free 'Tea For Two' to celebrate Europe's Car Free Day.

The aim of the day is to raise awareness of reducing the need to travel to work by car.

To claim your FREE Tea for Two just go along to the canteen at 3pm on Wednesday 22 September, with your car-sharing buddy (ies). Please put your name on the form provided.

Lunchtime seminars – September to November 2004

These seminars are open to all staff and members. They are meant to be informal and informative. Each presentation will last approximately half an hour, followed by questions and answers and then lunch.

All the Greens you can stomach - my garden, my wife, my story

Speaker: Anthony Green R.A., artist Noon, Monday 20 September, council chamber

Please book your seat in advance to assist us with the catering arrangements.

Contact reception on (01954) 713001/713002 or email reception@scambs.gov.uk

Parish Chairmen and Clerks

Please could all Councillors notify Democratic Services of the names and addresses of current Chairmen and Clerks for their Parish Councils (and Parish Meetings)? We try to keep this information as up-to-date as possible but are not always informed of any changes. Due to the Data Protection Act, the Cambridgeshire Association of Local Councils (CALC) is unable to give us their definitive list so we can ensure our records are correct. All Parish Clerk information is kept centrally on the SCDC Intranet for the benefit of all staff. We also contact all Parish Chairmen and Clerks for permission to put their contact information on our website for the benefit of residents.

Please send changes to holly.adams@scams.gov.uk or phone 01954 713030.

ITNET Freephone number for all the help, advice and assistance you require

Would all councillors who have an IT issue that needs resolving please ensure that they log a service request with the IT helpdesk. Any councillor who brings in their equipment to be repaired without having logged a call will not be seen

IT NET requires this process to be followed to track work and to ensure that it is fairly completed in order of urgency. Please phone 0800 783 7237 with all your IT problems.

Replacement ink cartridges for your printer

Replacement ink cartridges for your printers will now only be issued when you return the old one. This helps in three ways: it guarantees the old cartridges get recycled, makes sure we replace your cartridge with the correct number and we get money donated to charity for each cartridge that is recycled. Remember, no old cartridge means no new cartridge will be issued. This same procedure is applied to home working officers.

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 September 2004 at 5pm**. All decisions not called in by this date may be implemented on **Thursday 23rd September 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 HOUSING PORTFOLIO HOLDER

Reason	Decision
Mr and Mrs K require a transfer to be nearer their family for support	Ref: E/04/012 Request for Management Transfer agreed
Require a transfer to improve quality of life	Ref: E/04/013 Request for Management Transfer agreed
Mrs P requires a transfer to a smaller property	Ref: E/04/014 Request for Management Transfer agreed

CABINET

At a meeting of the Cabinet held on
Thursday, 9 September 2004

PRESENT: Councillor Mrs DSK Spink MBE (Leader of Council)

Councillors:	Dr DR Bard	Planning & Economic Development Portfolio Holder
	JD Batchelor	Information & Customer Services Portfolio Holder
	Mrs JM Healey	Conservation, Sustainability & Community Planning Portfolio Holder
	Mrs EM Heazell	Housing Portfolio Holder
	SGM Kindersley	Environmental Health Portfolio Holder
	Mrs DP Roberts	Community Development Portfolio Holder

Councillors RF Bryant, Mrs A Elsby, Mrs SA Hatton, Dr JA Heap, Mrs CAED Murfitt, A Riley, Mrs GJ Smith and Dr SEK van de Ven were in attendance, by invitation.

Apologies for absence were received from Councillor RT Summerfield.

Procedural Items

1. MINUTES

The Leader was authorised to sign as a correct record the Minutes of the meeting held on 20th July 2004, subject to the following amendment:

2004-05 Pay Award (Minute 4)

That paragraphs (c) and (d) be transposed and the words "beyond the above levels" be inserted into recommendation (d) as follows:

(c) that all flexi-leave provision be capped at:

- 2004/05 – 8 days
- 2005/06 – 6 days
- 2006/07 – 4 days

(d) that the accumulation of flexi-leave *beyond the above levels* be granted only in exceptional circumstances, subject to Chief Officer approval.

2. DECLARATIONS OF INTEREST

The following declarations of interest were received:

Councillor Dr DR Bard In Item 13, Dual Use Arts Review / Strategy, a personal interest as a governor of Sawston Village College

Councillor JD Batchelor In Item 13, Dual Use Arts Review / Strategy, a personal interest as a governor of Linton Village College and as a board member of the Broadening Education Trust.

Decisions made by the Cabinet and reported for information

3. NORTHSTOWE PREFERRED OPTIONS PUBLIC PARTICIPATION PAPER

The revised Northstowe Preferred Options Public Participation Paper had been the subject of extensive debate on Monday 6th September at the Northstowe Member Steering Group and the Group's recommendations were presented to Cabinet. With public consultation scheduled to begin on 1st October, the call-in process had been accelerated, with the agreement of the Chairman of Council and the Chairman of the Scrutiny and Overview Committee.

It was clarified that the decision summary from the Northstowe Member Steering Group was not a final set of minutes but record of decisions only. Councillor A Riley, who had declared a prejudicial interest and withdrawn from the Steering Group meeting, had e-mailed all members querying the wording of the proposal on Green Separation at St Michael's Mount. The wording of the proposal that was put to a vote was confirmed as correct by those members present at Cabinet who had attended the Monday meeting. The Planning and Economic Development Portfolio Holder corrected a statement in a paper Councillor Riley had distributed to members at the Cabinet meeting: discussion on Monday regarding Rampton Drift had been curtailed until after Councillor Riley had returned to the Steering Group meeting.

Councillor SGM Kindersley, referring to the Council's Corporate Objective to preserve and enhance villages, queried whether a resolution could be worded to afford additional separation for the Conservation Area at St Michael's Mount, Longstanton. Councillor Kindersley also asked that, given their special circumstances, the residents of Rampton Drift should be consulted specifically on the effects of the Northstowe proposals on their area. The Planning and Economic Development Portfolio Holder agreed with the latter request and asked that this should be arranged. The problem with the former was finding a form of words which would apply generally.

Members debated the need to ensure protection of the buildings at St Michael's Mount and conservation areas generally and whether differences between built and open areas were material. The Development Services Director advised that good planning required good policies which could be defended. The Planning Policy Officer (Transport) then explained that the Northstowe Member Steering Group had worked hard to apply a consistent approach and consistency of treatment of the village frameworks and conservation areas. If a 200-metre separation were applied to all conservation area boundaries, the remaining land available would not allow the Northstowe settlement to be a viable proposition. Members who had visited the site on Monday had concluded that a 50-metre separation was sufficient at Long Lane to preserve the character of the adjacent open part of the Conservation Area, and also that the amenity and setting of the property at St Michael's Mount in the Conservation Area, with around 100 metres' separation, could be enhanced with suitable treatment such as dense tree planting, reflecting the existing landscape character. He confirmed that the developable area lost through a greater separation area at Michael's Mount would not be critical.

Councillor Kindersley, seconded by Councillor Mrs DP Roberts, considered that the presence of buildings in the conservation area was the crucial factor and proposed that:

“in order to preserve and / or enhance the designated conservation areas and the dwellings therein, a 200 metre separation belt will be imposed, measured from the curtilages of the dwellings therein”.

This proposal was put to the vote and with 2 in favour and 4 against was **LOST**.

Cabinet therefore

RESOLVED that the revised Northstowe Preferred Options Paper as presented to the Northstowe Member Steering Group on 6th September 2004 and to this meeting be approved for publication for the purpose of public participation, subject to the findings of Sustainability Appraisal / Strategic Environmental Assessment, with the following amendments agreed by the Steering Group:

- (1)
 - The green areas shown on Appendix C are revised to distinguish between areas performing different functions by using different notations. Appendix C to be amended for consultation to show these different areas in separate notations as follows:
 - Green Separation – between Northstowe and the villages of Longstanton and Oakington
 - Landscape buffers – to outlying development and edges of the new town
 - Special landscape treatment - surrounding Rampton Drift.
 - Appendix A (Green Separation at Northstowe) to be amended as follows;
Page 34 Outlying areas, first bullet point to read:
"Rampton Drift is an area that lies within all the site options proposed for Northstowe. It will therefore need a specific special landscape treatment as it will be surrounded by urban uses which allows it to be sensitively integrated into the town whilst ensuring that an adequate buffer is provided in order to maintain its residential amenity. This is likely to be best achieved by a tree belt supplementing the existing nearby mature trees"
- (2) (~~Building on recent experience at Cambourne, the buffer zone should be 50m in depth in order to be effective~~)
- (3) The principles contained in the report on Green Separation, Appendix A (including Annex A & B but excluding the Addendum on Green Separation Guidelines) and Appendix C (subject to changes agreed above) be agreed for the purpose of public participation.
- (4) Incorporation of the following additional amendments in the Preferred Options Report:
 - a) Page 65/2.4 Remove the words "which performs less well in the evaluation"
 - b) Page 65/2.4 Remove the words "which performs poorly"
 - c) Page 65/2/5 Remove bullet point 4 completely
 - d) Page 65 Move Paragraph 2.4 and 2.5 to a more appropriate place within the text.

- e) Page 67/2.10 Clarify in the text that the “1,000 or 2,000 dwellings” relate to site options B and C respectively
- f) Page 75 Replace the word “discourage” with “prevent” in the penultimate bullet point
- g) Page 75 Remove the last bullet point
- h) Page 87/8.2 Remove the last sentence where “it states that densities of less than 30 dph will not be acceptable”
- i) Page 96/10.8 Remove the word “police” as they are not a commercially provided service and re-add if appropriate.
- j) Page 101/17A Remove the word “restrict” and replace with “discourage”
- k) Page 103/NS30c Remove the word “all” and replace with “any”
- l) Page 103 Add reference to Willingham Parish Council seeking a bypass for Willingham and the Highways Authority advice that if a bypass were justified, it would be by traffic passing to and from the fens and not just by the development of Northstowe.
- m) Page 131/17.6 Add the word “west” to read “*and the A14 to the North West of Dry Drayton Road.*”
- n) Page 132 Add “*NS82 Alleviating Flood Risk at Oakington – Option D*”. Add new option to show a possibility of alleviating flooding by modifications to the Bar Hill balancing pond.
- o) Page 140/20.7 Amend the last sentence to read “*for the developers to maintain the landscaping and replace dead stock...*”
- p) Page 142/NS97 Add “*which would not be located closer than 200 metres to any existing domestic properties*” to the end of the policy statement
- q) Page 142/NS99 Replace the word “would” with “may” with regard to granting temporary planning permission.

The Planning and Economic Development Portfolio Holder **CONFIRMED** that an area-specific consultation letter would be delivered to all residents of Rampton Drift, in light of their special circumstances.

4. CPA IMPROVEMENT PLAN

The Chief Executive explained that the Council needed to develop an improvement plan based on the Comprehensive Performance Assessment (CPA) Inspectors’ report, through which the Council had achieved a “Fair” rating, only three points away from a “Good” rating. A round table meeting had been scheduled for 29 September to discuss

priorities with the Audit Commission Relationship Manager, external audit and senior representatives of the Council. From this meeting an improvement programme would begin, after which the Council would determine milestones for measuring improvement and who would deliver each stage.

Members discussed:

- the priorities in the report were improvement priorities, not the Council's service priorities, which were the subject of public consultation;
- members need to be seen to be leading on priorities;
- the "Fair" rating in the report was the result of the CPA inspection, not the Council's self-assessment; and
- the Council was aiming for at least a "Good" rating on the next CPA inspection.

Cabinet **AGREED**

- (a) to request the improvement plan to be prepared to achieve an improvement in the Council's CPA category to at least "Good" by 2006;
- (b) to approve the following draft proposals as the Council's top priorities for improvement for discussion at the round table meeting with inspectors and auditors:

Service Outcome Priorities

1. To achieve a high level of customer service
2. To achieve successful, sustainable new communities at Northstowe and around Cambridge
3. To maximise the number of affordable houses available in South Cambridgeshire

Corporate Improvement / Capacity Priorities

4. To improve prioritisation
 5. To improve performance management
 6. To enhance future plans
- (c) to support the view that future best value reviews should focus on enabling the Council to make savings through efficiencies or clarifying the objectives / standards of services and that future reviews should be conducted in a way which is cost effective and targeted; and
 - (d) to support the following proposals as areas where inspection and audit could support the Council's achievement of its improvement priorities:
 - the identification of best practice and means of financing affordable housing in the context of the current housing finance regime; and
 - the identification of best practice and effective models of District Council community leadership in relation to the Community Strategy and Local Strategic Partnership (LSP).

5. **RENEWABLE ENERGY**

The Conservation, Sustainability and Community Planning Portfolio Holder commended the synopsis of the report's findings to members and encouraged all to read the complete report. She emphasised the importance of informing and educating people about renewable energy and the statutory targets which the Council must observe and meet.

Comments raised during discussion included:

- the new office building was an example of how the Council could lead on green issues
- the need to include power, gas and water supplies with infrastructure in new settlements;

- the need to encourage energy efficiency all housing policies, not just market housing, and to search for affordable ways to adapt existing housing stock to take advantage of new technologies;
- the incorporation of photo-voltaic cells in Circle 33 housing at Cambourne, reducing residents' electricity bills;
- that sustainability was a mainstream issue vital to all Council work; and
- it was also important to educate residents about conserving energy, as energy consumption was growing.

Cabinet **AGREED** to endorse the synopsis of the report's findings.

6. RECOMMENDATION FROM LICENSING COMMITTEE

The current conditions used by the Council addressed general requirements for licensing standard vehicles under the Local Government (Miscellaneous Provisions) Act 1976, but did not provide for more specialised vehicles such as stretch limousines.

Cabinet, therefore, **AGREED** that a new paragraph be introduced to the Vehicle Licence Conditions for Private Hire Vehicles and Hackney Carriages (1999-Edition (1)), entitled "Stretch Limousines" and that the following conditions be introduced as additional to those currently in place for normal vehicles. These conditions will be read as:

- (a) All stretch limousines should meet the QVM (Quality Vehicle Modifier) issued by the Ford Motor Company or the CMC (Cadillac Mastercoach Builder) or have relevant approval documentation of the originating chassis supplier approving the conversion as presented for licensing.
- (b) No vehicle will be licensed if that part of the vehicle converted exceeds a length of 10' in part or whole.
- (c) Passenger capacity will be determined by how many forward or rear-facing seatbelts are within the vehicle. (Side-facing seatbelts will not be considered for licensing purposes.)
- (d) Correct tyres as recommended by the manufacturer must be fitted to include appropriate weight loading of the converted vehicle.
- (e) That no stretch limousine over 6 years of age from the date of its first registration shall be licensed.
- (f) The maximum weight of any converted vehicle shall not exceed 7,100 lbs (3,200 Kg).

7. HOUSING ADAPTATION AND IMPROVEMENT GRANTS

The Environmental Health Portfolio Holder explained the current situation regarding housing adaptation and improvement grants handled by the Home Improvement Agency and the current year's budgetary position. The following clarifications and corrections were made to the report:

- Paragraph 9: it was unlikely that the Council would receive a contribution from GO-East, but the final response would not be known until the end of the financial year;
- Paragraph 10: a response from the South Cambridgeshire Primary Care Trust (PCT) was awaited;
- Paragraph 13: the amount already spent or committed against the total budget was now £678,000, with approximately £107,000 of discretionary grant money still available;
- Paragraph 22c: should refer to capital receipts, not Housing Capital Receipts;
- Paragraph 25: should read "affect" rather than "effect"; and
- Paragraph 28, recommendation (b)(ii): delete all words after General Fund

Balances.

Members expressed concern about the need to assist residents within the current budgetary framework and service priorities:

- improvement grants increased the value of private homes, with the Council making a long-term investment without a realistic return of taxpayers' money as any loans over and above £25,000 were charged on the property and not realised until the property were sold;
- the number of cases needing assistance from the Home Improvement Agency was the result of the backlog of referrals by Occupational Therapists over recent years, a situation which had since been remedied. The PCT had acknowledged the backlog had now moved to the District Council and officers were encouraged that further discussion with the PCT could yield additional resources, although this would likely be on a match-funding basis;
- postponing any grants at this time would move the backlog into the next financial year as a large part of the award was mandatory, rather than discretionary;
- the Home Improvement Agency already recommended that residents move to more suitable accommodation, but it was possible that this recommendation could be introduced earlier in the process.

The Environmental Health Portfolio Holder appealed to Cabinet to approve the recommendations in the report, which it was hoped would address the backlog in the current and next financial years, after which the number of new cases would return to normal levels. If the recommendations were deferred, a moratorium on approvals would begin immediately. The Finance and Resources Director reminded members that the medium-term financial strategy would be presented to Cabinet in October and would give members a clearer position of the overall budgetary context.

Cabinet **DEFERRED** a decision pending receipt of the Council's medium-term financial strategy and a response from the South Cambridgeshire Primary Care Trust.

8. BUILDING CONTROL FINANCIAL STRATEGY

The Planning and Economic Development Portfolio Holder introduced the report and reminded Cabinet that the Building Control service now had to compete with the private sector and was trying to raise its profile through advertisement. Officers were also investigating partnership working with other local authorities and members raised the possibility of extending the investigations to include the private sector.

Councillor SGM Kindersley expressed reservations about the service, preferring to see a review of the service as a whole, a view to which Cabinet was sympathetic. It was confirmed that the Council was obliged to ensure that the service was provided, but not necessarily to provide the service itself.

Cabinet **NOTED** the report and

AGREED to authorise the investigation of partnership working with adjacent Building Control authorities.

9. BENEFITS SURVEY RESULTS

The 2003 Benefits Survey was a national survey of Housing and / or Council Tax benefits claimants who had pursued a new or renewal claim during two sampling windows in 2003. Councillor Mrs EM Heazell expressed concern that only 78% of respondents had agreed that they could speak to someone in private, and felt that all

financial discussions should be held in private. The Chief Executive explained that many people declined private interviews as a matter of personal choice. Councillor Dr DR Bard queried the security of staff in private interview rooms and was advised that officers were investigating ways of improving staff security, such as relocating the panic buttons.

Cabinet **NOTED** the results of the 2003 Benefits Survey and

- AGREED**
- (a) to approve the following steps to improve satisfaction with documentation:
 - conduct a focus group of benefit claimants to explore in more detail how the documentation could be improved
 - commission the person who helped to edit the Council Tax leaflet to advise on how the benefits documentation could be made more user friendly
 - (b) to confirm proposals to undertake more frequent satisfaction surveys through the issue of satisfaction cards with benefits decisions during certain “sampling windows” each year; and
 - (c) to request the benefits service to agree and publish customer care standards, based on the corporate standards to be developed as part of a current corporate project.

10. **PLANNING SURVEY RESULTS**

Cabinet considered the Council's results from a national survey of planning applicants or agents of applicants, conducted in August 2003. The Planning and Economic Development Portfolio Holder commended the recommendations to Cabinet.

Councillor Mrs EM Hezell approved of the idea of customer satisfaction cards for on-going feedback, but noted that respondents would be self-selecting. She queried whether six-monthly agents' forum meetings would be useful, as planning agents were usually able to demand the service they required, and asked that a survey of Parish Councils and individual applicants be considered instead. Councillor SGM Kindersley suggested that the Cambridgeshire Association of Local Councils (CALC) could be requested to include a planning service review as part of their annual meeting of Parish Councils. It was clarified that any review focussed on the planning service, not on planning decisions.

The Development Services Director confirmed that officers took great care in discussions with applicants and that notes of meetings were maintained.

Cabinet **NOTED** the results of the 2003 Planning Survey and

- AGREED**
- (a) to initiate more regular customer satisfaction feedback through:
 - issuing a customer satisfaction card to applicants and others who come into contact with the development control service, the results of which would be regularly analysed to enable managers to track satisfaction levels;
 - establish an agents' forum and hold six-monthly meetings to provide regular users of the planning service an opportunity to feed back to the Council on how satisfaction is changing; and

- requesting that the Cambridgeshire Association of Local Councils (CALC) ask South Cambridgeshire Parish Councils for feedback on the planning **service** (not planning decisions) as part of CALC's annual meeting
- (b) to support the plans referred to in paragraph 13 to use ICT to improve customer service; and
- (c) to request the development control service to agree and publish customer care standards, based on the corporate standards to be developed as part of a current corporate project.

11. APPOINTMENTS

Housing Options Appraisal Working Group

Councillor Mrs EM Heazell explained that Councillor Mrs HF Kember had originally received training as a tenant member prior to her election to the District Council, as a result of which the number of tenant members dropped from six to five. As it had proven impossible to find another Councillor to volunteer for the Group, it had been agreed that there would be five Councillors and five tenant representatives.

Cabinet **CONFIRMED** the appointment of the following members to the Housing Options Appraisal Working Group:

Mrs A Elsby
 Mrs HF Kember
 EJ Pateman
 NJ Scarr
 Mrs DSK Spink
 (Mrs EM Heazell attends as Housing Portfolio Holder)

Member Training Advisory Group

Cabinet **AGREED** the appointment of Councillor Dr SEK van de Ven to the Member Training Advisory Group.

12. ARTS DEVELOPMENT ADVISORY GROUP

The Scrutiny and Overview Committee, at its 12 February 2004 meeting, recommended the establishment of an Arts Development Advisory Group, which was likely to meet a maximum of three times before January 2005, to inform the next District Arts Strategy 2005-2010. Membership consisted of the Community Development Portfolio Holder and those Councillors who had been nominated as observers on the governing bodies of arts organisations funded by the Council.

Cabinet **AGREED** the following appointments to the Arts Development Advisory Group:

Mrs PS Corney
 Dr SA Harangozo
 JA Hockney
 Mrs JA Muncey
 JA Quinlan
 Mrs GJ Smith
 Mrs DSK Spink
 (Mrs DP Roberts attends as Community Development Portfolio Holder)

Operational Items

13. HOUSING RESPONSE REPAIRS CONTRACT AWARD

The Housing Portfolio Holder explained that interviews for the three area-based contracts had been conducted on 7th September, and an additional paper was circulated with the results of those interviews. She noted that contracts had been awarded to the lowest-tendering contractor in each case, which therefore did not need Cabinet approval but was presented to Cabinet for information.

In response to a question from Councillor Mrs DP Roberts, the Head of Shire Homes explained that the review of the Shire Homes organisational structure was being conducted to streamline processes under new legislation and to improve effectiveness under new partnership agreements.

Cabinet **NOTED** the intention of the Housing and Environmental Services Director to:

- (a) award the East area housing responsive repairs contract to the Council's Direct Labour Organisation
- (b) award the West area housing responsive repairs contract to the Council's Direct Labour Organisation
- (c) award the South area housing responsive repairs contract to Cambridge City Council's City Services

in line with the evaluation of tenders carried out by the Housing responsive repairs contract evaluation panel.

14. ARTS DUAL USE REVIEW

The Community Development Portfolio Holder presented the update on the Dual Use Arts Strategy pilot scheme as approved by Cabinet on 27 March 2003 and expressed her pleasure that Linton Village College was now participating. Members commended the scheme as an excellent service for a reasonable amount of money.

Cabinet **NOTED** the findings of the Dual Use Arts Review.

15. TREASURY MANAGEMENT

The Finance and Resources Director presented the excellent results of the treasury management performance and drew members' attention to the fact that the Council was outperforming comparable and overall groups, yielding additional interest of over £210,000. Cabinet congratulated staff on the performance.

It was clarified that ethical investment was regularly discussed, but was not a strong issue as the Council was aiming for the highest rate of return. The Council did invest with major institutions, banks and building societies whose policies were widely known.

Cabinet **NOTED** the performance of the treasury management function.

The Meeting ended at 1.00 p.m.

**SOUTH CAMBRIDGESHIRE ENVIRONMENT AND TRANSPORT AREA JOINT COMMITTEE
(SPECIAL MEETING): MINUTES**

Date 10th September 2004

Time 1430h – 1505h

Place South Cambridgeshire Hall, Cambourne Business Park, Cambourne

Present: County Councillors
T J Bear, J E Coston, P D Gooden and S F Johnstone (Chairman)

District Councillors
D Bard, J D Batchelor, S G M Kindersley and D S K Spink

CALC Councillors
M J Mason

Also present
County Councillor P L Stroude

Apologies: County Councillor J E Reynolds, District Councillor
R Summerfield and CALC Councillor G Everson

153. DECLARATIONS OF INTERESTS

None made.

154. A14 VILLAGE TRAFFIC CALMING PROJECT – PROGRESS REORT

The Joint Committee received a report giving progress made on developing and implementing traffic calming schemes in villages selected for the A14 Village Traffic Calming project. The Committee would receive details of final scheme costs and those for schemes substantially completed in South Cambridgeshire as they became known. Members were reminded that twenty-three schemes would be delivered during the two financial years and possibly a further eight schemes in the third year. It was noted that only one scheme had been delivered under budget.

Cottenham

Scheme construction was programmed to commence on the 18 October and last four weeks.

Dry Drayton

The scheme was scheduled for completion on 17 September. It was noted that two objections had been received to a proposed prohibition of driving order at the junction of Park Lane with Park Street. Members noted a summary detailing the reasons for the objections and officer comments. They were informed that local County and District Members and the Parish Council supported the proposed closure of Park Lane, at its junction with Park Street. The Chairman reported that the Local Member County Councillor Reynolds had e-mailed his full support for the recommendations.

Elsworth

Construction was programmed to commence in mid September 2004 and last twelve weeks.

Fen Drayton

Members noted the analysis of the returned questionnaires for the scheme. Speaking generally, they were aware that speed cushions had not been very well received by many parishes. Therefore they highlighted the need to demonstrate the effectiveness of cushions to communities particularly the need to address their concerns about noise from empty corn lorries and trailers. The Committee was informed that all parish representatives were being invited to view traffic calming measures in Hemingford Grey, which included raised junctions and speed cushions in order to form their own opinion and address any misconceptions. It was noted that Fen Drayton had opted for interactive signs even though speed cushions were more effective.

Members highlighted the need to monitor the effectiveness of traffic calming measures. They were reminded that customer satisfaction surveys, with local residents, were being taken before and after the provision of traffic calming measures in their villages. This scheme was supported by the local County Councillor and the two District Members. Speaking as a Local Member County Councillor Johnstone reiterated her support for the scheme.

Girton

The Committee noted details of a traffic calming scheme agreed by the Parish Council and local County Councillor Reynolds. It was noted that four objections had been received to proposed speed control cushions and raised junctions. Members noted a summary detailing the reasons for the objections and officer comments. They were informed that the scheme was supported by the local County Councillor and District Councillor Healey. The other local District Councillor was in hospital and had therefore been unable to respond.

Members queried the need to use traffic statistics to challenge objections that speeding or road safety was not in problem in a village. They were concerned that the results of 112 completed questionnaires out of a population of 3,000 plus were being used instead. It was noted that comprehensive speed checks and pre-construction surveys were only undertaken once a scheme had been approved locally. The Chairman acknowledged the need for officers to consider other measures to address this type of objection. She reported that Councillor Reynolds had e-mailed his full support for the recommendations.

Histon and Impington

Speaking as a Local Member, District Councillor Mason thanked the County Traffic Management Policy Engineer and his team for attending exhibitions of the proposed scheme for Histon and Impington and the Feast Event. There had been a very good response to the public consultation with 500 responses to the questionnaires.

The Parish Councils had agreed some measures and the Traffic Management Policy Engineer would be receiving written confirmation shortly. However, further discussions would be needed on alternative options for Station Road north and south. The current proposal for one way entry was likely to cause problems for local businesses and inconvenience for local residents. Speaking as a Local Member, County Councillor Gooden reported that the full scheme was unlikely to be available for consideration by the Joint Committee until its November meeting.

Members queried the impact of the Guided Bus Project on the public objections for Station Road. It was noted that local people had not linked these two issues. The Traffic Management Policy Engineer agreed to carry out another camera survey to measure the impact of school traffic. It was noted that an initial survey had been carried out in August.

Sixteen objections had been received to proposed speed control cushions and raised junctions in both villages. A number of objectors were not opposed to the raised areas but wanted their

proposed locations adjusted slightly. Some Members were concerned about introducing proposed scheme features, which had received mixed support. The Chairman reminded Members of the importance of agreeing schemes with individual local parishes and councillors. Councillor Mason highlighted the need for the Parish Councils to address this mixed support.

Longstanton

Construction had commenced on 19 July and was programmed to last 15 weeks.

Oakington (and Westwick)

The Committee noted details of a traffic calming scheme agreed by the Parish Council. It was supported by local County Councillor Stroude and District Councillor Edwards. Speaking as a Local Member Councillor Stroude requested traffic calming measures on Airfield Road, which was used as a 'rat run' by local residents. He was advised that the status of the road would currently prevent the introduction of such measures.

Over

Construction was currently programmed for mid October 2004 and expected to last 10 weeks.

Rampton

Construction was programmed to commence on 27 September and last four weeks. Speaking as a Local Member Councillor Stroude expressed his support for the scheme.

Swavesey

Construction was programmed to commence in mid December 2004.

Willingham

A meeting had been arranged with the Parish Council on 6 October 2004.

It was resolved unanimously to:

- i) note the progress made;
- ii) determine the objections to the proposed prohibition of driving order on Park Lane, Dry Drayton without holding a public inquiry;
- iii) approve the making of the prohibition of driving order on Park Lane, Dry Drayton, and inform the objectors accordingly;
- iv) approve the construction of the traffic calming scheme in Fen Drayton;
- v) determine the objections to the proposed raised areas in Girton without holding a public inquiry;
- vi) approve the construction of the raised areas in Girton, and inform the objectors accordingly;
- vii) approve the construction of the traffic calming scheme in Girton;
- viii) approve the construction of the traffic calming scheme in Oakington, and

- ix) note the progress on the development of a traffic calming scheme in Histon and Impington.

Chairman