

COUNCILLORS' BULLETIN
3RD NOVEMBER 2004

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**South
Cambridgeshire**
District Council

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**COMMITTEE MEETINGS FROM:
8th – 12th November 2004**

Monday 8th November 04	10 am	Arts Development Advisory Group	1 st Floor
	2.30 pm	Area Joint Committee	Grd Floor
	10 – 12	Licensing Mock Hearings	Mezzanine
	2 – 4pm	Licensing Mock Hearings	Mezzanine
Tuesday 9th November 04	12	Lunch Time Seminar*	Council Chamber
	10 – 12	Licensing Mock Hearings	Mezzanine
	2 – 4pm	Licensing Mock Hearings	Mezzanine
Wednesday 10th November 04	2 pm	Planning Policy Advisory Group	Council Chamber
	2 – 4pm	Licensing Mock Hearings	Grd Floor
	5.30–7.30pm	Local Finance Training	Council Chamber
Thursday 11th November 04	9 am	Cabinet	Council Chamber
	2 – 4pm	Licensing Mock Hearings	Mezzanine
Friday 12th November 04	2 pm	Windmill Project Steering Group	1 st Floor
	10 – 12	Licensing Mock Hearings	Mezzanine

Lunch time seminar

Informal seminars have been launched for all staff and members. Each presentation will last approximately half an hour, followed by questions and answers and then lunch. You just need to book your seat in advance to help us with catering numbers. Contact reception on (01954) 713001/713002 or email reception@scams.gov.uk

CPA - what happens next? Noon, Tuesday 9 November, Council Chamber

Speakers: Tim Wetherfield, head of policy and communications

Paul Swift, policy and performance review manager

Special Meetings of Council 2005 (LDF) – Please put in your diaries

Cabinet has agreed that the Council as a whole will oversee the next stages of preparing the LDF. Council alone has decision-making powers on the LDF; these will be Special meetings of Council open to all Members. To provide a good background and understanding for these meetings, a Planning Policy training event for all members has been arranged for the 13th of January 2004 at 2pm in the Council Chamber, please can you let me know if you would like to attend this training course.

The programme of meetings will be in 2 parts, all meetings will take place in the Council Chamber:

1. Council will consider reports on the results of public participation and will be invited to agree the approach to the policies in the LDF

20th Jan 2005	Core Strategy and Rural Centres (Part 1) - 9 am to 1pm
21st Jan 2005	Core Strategy and Rural Centres (Part 2) - 9.3am (all day meeting)
1st Feb 2005	Northstowe - 9.30 am start (all day meeting)
11th Feb 2005	Cambridge Southern Fringe - 9.30 am start (all day meeting)
8th Mar 2005	Cambridge East - 9.30 am start (all day meeting)

2. Council will consider the detailed policies and proposals for the LDF

15th Mar 2005	Core Strategy and Rural Centres - 9.30 am start (all day meeting)
23rd Mar 2005	Northstowe - 9.30 am start (all day meeting)
8th April 2005	Cambridge Southern Fringe - 9.30 am start (all day meeting)
15th April 2005	Cambridge East - 9.30 am start (all day meeting)

3. A final meeting of Council will agree the LDF as amended by the series of meetings at (2)

Either/or

9th May 2005 LDF Final Agreement - 9.30 am start (all day meeting)

20th May 2005 LDF Final Agreement - 9.30 am start (all day meeting)

Modern.Gov and Intranet training session – book now!

Training sessions for the intranet and Modern.Gov, the new Democratic Services minutes, agendas and decisions software, has been scheduled for Monday 15 November and Monday 22 November, with session at 10 am and 2 pm each day. Each session should last about 2 hours, with time for questions and answers. Places will be allocated on a first come, first served basis, so please e-mail democratic.services@scambs.gov.uk to book your place. If you have a chance to try out the intranet before the sessions, please bring your questions along to training!

What is the Intranet?

The intranet is an internal website available only to Councillors and officers. Some of the information it contains includes:

- A-Z List of Council Staff including job titles, e-mail addresses and telephone extensions
- Architects' Plans
- Area Teams for Planning and Housing
- Building Control Record Search
- Complete list of Council policies, procedures and strategies
- Councillors' contact details, Committee membership
- Detailed information about Council departments and work including Communications and Media, Elections, Finance, HR and ICT)
- Flood Risk Matrix
- Health and Safety information
- Planning Application Search
- Plan Web (note -- a separate training session for this will be organised)
- Printable forms (like travel and childcare expense claims)
- Village statistics (number of electors, number of Parish Councillors, planning / housing areas, County Ward and Parliamentary Constituency)

What is modern.gov?

Modern.gov (pronounced modern-dot-gov) is a new way to manage and search the democratic process, from the forward plan to production of reports through to committee meetings and the implementation of decisions. There are some differences between the version on the public website and the version on the intranet. The training will include:

- Agendas and minutes and how to access them immediately -- including special access for members to view confidential items (Intranet only)
- Automated call-in facility for Members (Intranet only)
- Calendar of meetings with links to the agendas
- Committee, Portfolio Holder and Officer Decisions
- Contact details for Councillors, Committee Members, Parish Councils, MPs, MEPs
- Councillors' committee membership, outside body membership, terms of office, declarations of interest at meetings, attendance statistics
- How to find recent and forthcoming meeting information if the e-mailed link hasn't worked
- How to use Adobe Acrobat Reader, including saving, printing and copying and pasting from Acrobat PDF documents
- Interactive Forward Plans -- each item automatically links to the associated agenda and minutes of any committee considering it and any decisions made

- Library of other documents including the Constitution, Members' Allowance Scheme and the Weekly Bulletin
- Search engine for all meetings since January 1997
- Work To Do -- personalised site for officers and members with options for reviewing draft agendas and minutes or seeing if you have any actions arising from meetings, etc. This will be explained in more detail during the training. (Intranet only)

Computers in the Portfolio Holders Office

These computers are available for all members to use. In order to gain access to these machines you will need your own login and password that was issued to you by letter recently. A credit card size reminder was enclosed with the letter for you to carry with you. If you have lost your login or password, please contact ITNET on ext 3400 or free phone 0800 7837237. Democratic Services cannot help you, as we do not have access to that level of confidential information.

ITNET

Please can we kindly remind councillors that you will not be seen by ITNET unless you have logged a fault through the ITNET helpdesk. Councillors who are leaving equipment without prior warning at ITNET are taking appointments from others who have followed the correct process. Please contact ITNET on ext 3400 or free phone 0800 7837237 for any IT issues that you have.

Celebration – The Classics 2004 Concert

Presented by South Cambridgeshire District Council, Monday 15th November
Cambridge Corn Exchange

This year, the Regimental Band of the Coldstream Guards will be performing the annual free concert for South Cambridgeshire over 60s and primary school children. The programme includes pieces by Arnold, Suppe, Cavacas, Graham, Wiffen and Elgar. The children's concert begins at 11.30am and will finish approx. at 12.30am. The concert for over-sixties begins at 2.30pm and will finish at approx. 3.30pm. You are welcome to attend either concert!

Please call Bridget Fairley on 01954 713359 to confirm your place

This year the Guards performing an additional extra evening concert at 7.30pm. Tickets for this concert are £13.50, £15.50 and £18.50 (with a 10% discount for South Cambridgeshire staff and Councillors). To make a booking for this concert please contact the Corn Exchange Box Office on 01223 357851.

Call in arrangements

The Chairman of the Scrutiny and Overview 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 10th November 2004 at 5pm**. All decisions not called in by this date may be implemented on **Thursday 11th November 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 the Conservation Portfolio Holder

Decision	Applicant and Reason
Agreed to offer a grant of £17,500 to Impington Parochial Church Council towards the cost of repairing and rebuilding the roadside boundary wall of St Andrews Church using traditional materials and methods, in accordance with the approved grant policy.	A grant would meet the aims of the grant policy, encourage the use of local materials and enhance the appearance of this historic building and the conservation area. The grant can be funded within the 2004/05 budgets.

Decisions made by the Planning and Economic Development Portfolio Holder

Decision	Applicant and Reason
<p>To submit the following comments to the Department for Transport in response to the Night Flying Restrictions at Heathrow, Gatwick and Stansted Airports – Stage 1 of Consultation on Restrictions to apply from 30 October 2005:</p> <ul style="list-style-type: none"> • There is, in general, a growing concern about the ever-increasing presence of aircraft flying to and from Stansted, which is becoming more noticeable as southern areas of the District become subject to more over-flying. • The Council would like to see further assessment measures introduced that take a broader approach to the impact of aircraft noise on the surrounding area. For instance there could be an attempt to compare the economic benefits of different types of restrictions with the costs to the community in terms of environmental impact of night noise. We would also like to see more non-technical information, as much of the background data for this consultation is not easily comprehensible to people outside the aircraft industry. • The Council reserves the right to make comments on the specific environmental and noise abatement objectives for Stansted Airport when they are set out and the Stage 2 consultation takes place. • Support the retention of the Quota Count (QC) system as a means of classifying aircraft, as it seems to have worked well up to now. • Support the removal of the weight limit for jet aircraft able to qualify as exempt, coupled with the introduction of a further band in the QC system covering noise from 84dBA to 86.9dBA, and the proposal to prohibit QC/4 aircraft operating during the Night Quota Period. The retention at this time of the minus 9 EPNdB adjustment for arrivals is also supported because there does not appear to be an alternative approach for adjusting for the different noise impact to the community during departures and arrivals. • South Cambridgeshire is a predominantly rural district characterised by low levels of ambient noise. As a result, the noise impact of aircraft is greater than that experienced by residents living in more urban locations. As a result, the Council would seek that ambient noise be taken into consideration when considering issues such as the length of the night quota period, the size of the noise quotas and number of movements permitted. 	<p>In general, the stage 1 proposals will encourage the use of quieter aircraft and help to reduce the environmental impact of aircraft noise as the total numbers of flights increase.</p>

Decisions made by Officers

Decision	Applicant and Reason
Awarded Historic Building Grant G/5/04 of £485 (50%)	Litlington Parish Council towards the cost of repairing the brick roof and resurfacing it with tar coating at The Village Lock Up, St Peters Hill, Litlington.
Awarded Historic Building Grant G/19/04 of £998 (10%)	Mrs R Charlton towards the cost of re-thatching, re-ridging and re-wiring the longstraw thatched roof at 11 Woollards Lane, Great Shelford.
Awarded a Sports Development Grant (SD09) of £1,000 to Impington Sports Centre to set up a disability trampoline club.	The grant will enable young people with a disability the opportunity to participate in trampolining.