

A meeting of the **CABINET** will be held in **COUNCIL CHAMBER, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 13 JANUARY 2005** at **11:30 AM** and you are requested to attend for the transaction of the following business:-


Contact
(01480)

APOLOGIES

1. MINUTES (Pages 1 - 6)

To approve as a correct record the Minutes of the meeting held on 16th December 2004.

Miss C Harris
388234

2. MONITORING OF THE CAPITAL PROGRAMME 2004/05
(Pages 7 - 18)

To consider a report by the Head of Financial Services highlighting variations from the approved Capital Programme for 2004/05.

S Couper
388103

3. ST IVES AND HEMINGFORDS FLOOD ALLEVIATION SCHEME (Pages 19 - 20)

To consider a report by the Head of Environment and Transport on the recently published consultation by the Environment Agency on the St Ives and the Hemingfords Flood Alleviation Scheme.

R Preston
388340

4. WASTE AND RECYCLING SERVICES (Pages 21 - 26)

To consider a report by the Head of Environment and Transport on the current position of the waste and recycling service in response to the submission of a petition to Council at its meeting held on 8th December 2004.

R Preston
388340

5. DISTRICT COUNCIL HEADQUARTERS AND OTHER OFFICE ACCOMMODATION MEMBERS' ADVISORY GROUP (Pages 27 - 28)

To receive a report of the meeting of the District Council Headquarters and Other Office Accommodation Members' Advisory Group held on 21st December 2004.

A Roberts
388009

6. EXCLUSION OF PUBLIC

RESOLVED

that the public be excluded from the meeting because the business to be transacted contains exempt

information relating to particular employees and terms proposed for the disposal of property.

7. LAND AT PARKWAY, HINCHINGBROOKE (Pages 29 - 34)

To consider a report by the Head of Legal & Estates and the Head of Housing Services on tenders received for the sale of land at Parkway, Hinchingsbrooke.

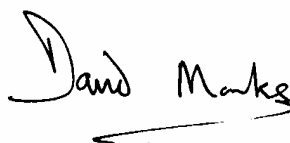
K Philips
388260

8. BUSINESS GENERATION AT LEISURE CENTRES (Pages 35 - 40)

To consider a report by the Head of Community Services on the implementation of proposals previously agreed to create a Business Generation Team operating in the Council's Leisure Centres Service.

P Jones
388202

Dated this 4 day of January 2005



Chief Executive

Please contact Mrs H Lack, Democratic Services Officer, Tel No. 01480 388006 or /e-mail: if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Cabinet.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

[Agenda and enclosures can be viewed on the District Council's website – www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk) (under Councils and Democracy).

[If you would like a translation of Agenda/Minutes/Reports or would like a large text version or an audio version please contact the Democratic Services Manager and we will try to accommodate your needs.](#)

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit and to make their way to the base of the flagpole in the car park at the front of Pathfinder House.

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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CABINET held in the Council Chamber, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Thursday, 16th December 2004.

PRESENT: Councillor D P Holley – Chairman.

Councillors I C Bates, Mrs J Chandler,
N J Guyatt, Mrs P J Longford,
Mrs D C Reynolds, T V Rogers and
L M Simpson.

APOLOGY: An apology for absence from the meeting was submitted on behalf of Councillor R L Clarke.

101. MINUTES

The Minutes of the meeting of the Cabinet held on 25th November 2004 were approved as a correct record and signed by the Chairman.

102. DRAFT PREFERRED OPTIONS FOR CORE POLICIES DPD

With the assistance of a report by the Head of Planning Services (a copy of which is appended in the Minute Book), the Cabinet considered potential approaches which might be considered appropriate for inclusion as “core policies” in the Council’s first Development Plan Document (“DPD”).

Having noted the key steps and timescales for the preparation of the DPD, Executive Councillors requested that District Councillors be advised of the seminars convened for key stakeholders to enable them to observe the proceedings. Subsequently and having been assured that opportunities would be available in future for full public consultation on the preferred options, it was

RESOLVED

- (a) that the intention to undertake informal consultation with key stakeholders on potential policy approaches for inclusion in a Core Strategy DPD, as required by the new planning legislation be noted;
- (b) that following the initial informal consultation and a sustainability appraisal, the intention to present potential policy approaches to Cabinet and full Council for decision, prior to formal public consultation in the summer of 2005 be noted; and
- (c) that the Head of Planning Services, after consultation with the Executive Councillor for Planning Strategy, be authorised to approve drafting amendments to the policy scoping sheets for inclusion in the DPD as necessary during the process of final editing prior to

the key stakeholder consultation.

103. LICENSING ACT 2003: STATEMENT OF LICENSING POLICY

Further to Min No. 04/54 and with the assistance of a report by the Head of Administration (a copy of which is appended in the Minute Book), the Cabinet considered the results of consultation on the Council's draft Statement of Licensing Policy and suggested amendments to the draft Statement.

Having discussed the financial and other uncertainties surrounding the implementation of the new licensing regime, it was

RESOLVED

- (a) that full Council be recommended to approve the Statement of Licensing Policy appended to the report now submitted with effect from 7th January 2005 for a period of three years; and
- (b) that a report updating the Cabinet on issues associated with the administration and enforcement of the new licensing regime be submitted nine months after its implementation.

104. URBAN DESIGN FRAMEWORK - ANGLIAN HOUSE, HUNTINGDON

A report by the Head of Planning Services was submitted (a copy of which is appended in the Minute Book) to which was appended a draft Urban Design Framework for the existing Anglian Water Group Headquarters site in Huntingdon. The framework was intended to present the planning policy concept and to set design parameters for any future redevelopment of the site.

RESOLVED

that the Urban Design Framework be approved as a basis for further discussion and consultation.

105. LAND AT CALIFORNIA ROAD, HUNTINGDON

By way of a joint report by the Head of Legal and Estates and the Head of Housing Services (a copy of which is appended in the Minute Book), the Cabinet considered proposed terms for the transfer of Council-owned land at California Road, Huntingdon to the Huntingdonshire Housing Partnership ("HHP") for the purpose of providing affordable housing in conjunction with the proposed redevelopment of adjoining garage courts.

RESOLVED

that, the sale of land at California Road, Huntingdon be approved on the terms set out in paragraph 3 of the report now submitted and that the Director of Central Services, after consultation with the Executive

Councillors for Resources, Welfare and IT and for Finance be authorised to agree the consideration for the transaction.

106. OPEN SPACE AND RECREATION LAND, ST NEOTS

Further to Min. No 04/100 and with the assistance of a report by the Head of Legal and Estates (a copy of which is appended in the Minute Book), the Cabinet considered proposed terms for the transfer of five areas of land at Riversmead, Shady Walk, Dukes Road/Kings Road, Brickhills and New Street/Tan Yard to St Neots Town Council.

Having been acquainted with the substance of the agreement reached with the Town Council for the discharge of concurrent leisure functions on the reorganisation of local government in 1974 and the associated distribution of assets, it was

RESOLVED

that, the disposal of the five areas of land to St Neots Town Council be approved on the terms and conditions outlined in paragraph 5.1 of the report now submitted.

107. WETLAND AT LITTLE PAXTON

By means of a report by the Countryside Services Manager (a copy of which is appended in the Minute Book), the Cabinet gave consideration to an offer of two acres of wet grassland beside the River Great Ouse at Little Paxton bridge.

RESOLVED

that the transfer of two acres of land to the District Council as set out in the report now submitted be approved.

108. BEST VALUE REVIEW - IMPROVING ACCESS TO SERVICES

The Cabinet considered a joint report by the Director of Commerce and Technology and the Head of Policy (a copy of which is appended in the Minute Book) on the outcomes of the Best Value Review on improving access to services.

Having noted the impact of the District Council's "Customer First" project on the methodology adopted for this Best Value Review and subsequent developments via the Comprehensive Performance Assessment and the Improvement Plan approved by the Cabinet on 4th November 2004, it was

RESOLVED

that the completion of the Access to Services Best Value Review be endorsed and the exercise "signed off".

109. FINANCIAL MONITORING - REVENUE BUDGET

The Cabinet received and noted a report by the Head of Financial Services (a copy of which is appended in the Minute Book) detailing

the projected outturn of the 2004/05 budget and expected budget variations already identified in the current year.

RESOLVED

that the likely spending variations in the Revenue Budget 2004/05 be noted.

110. EXCLUSION OF THE PUBLIC

RESOLVED

that the public be excluded from the meeting because the business to be transacted contains exempt information relating to expenditure proposed to be incurred by the Council under contracts for the supply of services and terms proposed for the acquisition of property.

111. CASH IN TRANSIT: RENEWAL OF CONTRACT

With the assistance of a report by the Head of Revenue Services (a copy of which is appended in the Minute Book) the Cabinet were acquainted with the outcome of a recent tendering exercise for the Council's cash collection services which it was estimated would result in unavoidable increases in the Medium Term Plan amounting to £14,000 in 2005/06 and £19,000 in future years.

RESOLVED

that the increases in expenditure in the Medium Term Plan be approved.

112. SAPLEY SQUARE, OXMOOR: REDEVELOPMENT

Further to Min. No 03/221 and with the assistance of a report by the Director of Operational Services (a copy of which is appended in the Minute Book), the Cabinet were acquainted with progress to date on the redevelopment of Sapley Square, Oxmoor, Huntingdon.

Having noted revised details of the capital costs and revenue impact of the proposals, it was

RESOLVED

- (a) that the tender negotiated with Gleeson Construction Services Ltd for design and construction works associated with the redevelopment of Sapley Square, Oxmoor, Huntingdon be approved;
- (b) that Councillor L M Simpson be nominated the appropriate Executive Councillor to deal with all future matters relating to Oxmoor, Huntingdon; and
- (c) that a report on progress with regard to the redevelopments of Sapley Square, Oxmoor, Huntingdon be submitted to a future meeting of the Cabinet.

113. OXMOOR (HUNTINGDON) ACTION PLAN : PROPERTY UPDATE

The Cabinet considered a report updating Executive Councillors on the current position with regard to property matters at Oxmoor.

Having noted that implementation of the Oxmoor Action Plan was well underway, and that by early 2006 it was envisaged the principal elements relating to the construction of the Acorn Centre and the development of new shops and community facilities at Sapley Square should have been completed, it was

RESOLVED

- (a) that progress in implementation of the Oxmoor Action Plan be noted;
- (b) that the Director of Central Services, after consultation with the Executive Councillor for Resources, Welfare and IT, be authorised to approve detailed terms for the acquisition of the leasehold interest at 2a Sapley Square; and
- (c) that the terms proposed for the lease of the community facilities to Hunts Forum be approved and the Director of Central Services, after consultation with the Executive Councillor for Resources, Welfare and IT, authorised to approve detailed terms for the lease.

Chairman

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CABINET

13TH JANUARY 2005

MONITORING OF THE CAPITAL PROGRAMME 2004/05 (Report by the Head of Financial Services)

1. PURPOSE

- 1.1 This report highlights the variations from the currently approved Capital Programme for 2004/05 (as updated for any member or officer decisions already taken in accordance with the Code of Financial Management).
- 1.2 More detailed information on specific schemes can be obtained from the relevant Head of Service.

2. MONITORING INFORMATION

- 2.1 As reported in September the approved 2004/05 gross Capital Programme of £15,344k, has since been increased by £3,038k, as a result of work being carried over from 2003/04, by £288k through subsequently approved supplementary bids and £147k by transfers from revenue resulting in a total of £18,817k. Transfers from revenue have now increased to £170k as a result of revenue budgeted staff working on capital projects, thus the total gross programme is now £18,840k.
- 2.2 Annex A highlights, for each scheme, the number of weeks' variation from the planned completion date together with any expected variation in the total scheme cost. The final page of the Annex defines the content of each column.
- 2.3 The Medium Term Plan process is now well under way and as a result there are likely to be many changes to the current Programme due to cancellation, variation in value or delay. The position will obviously not be finalised until Council approve any changes in February. The following variations to the approved programme have been identified:-

	£000
ICT Server Room Extension – final cost saving	-16
CCTV – Vehicle Mounted Unit – further savings on completion	-10
Young People Activity Parks – part of funding no longer required	-12
Rural Renewal NE Hunts – Pump Priming – partly transferred to revenue (approved Cabinet 25 th November)	-30
Ramsey Leisure Centre Impressions, Creche, Storage and Office (approved Cabinet `4 th November)	
Additional cost	+128
Reduction in Condition Survey budget	-128
Ramsey Leisure Centre (Multi-activity area)	
Problems with ground conditions	+100
Leisure Centre Condition Survey - budget reductions	-100
TOTAL SAVINGS	-68

2.4 Project delays/Deferrals

Gross project delays/deferrals from 2004/05 to later years are now estimated at £4,400k. Related income amounts to £900k giving a net total of £3,500k.

3 REVENUE IMPLICATIONS

	2004/ 2005	2005/ 2006	2006/ 2007	2007/ 2008	2008/ 2009	2009/ 2010
	£000	£000	£000	£000	£000	£000
Net delays/deferral (para.2.4)	-87	-87				
Savings (para 2.3)	-2	-3	-3	-3	-3	-3
Total Revenue Impact	-89	-90	-3	-3	-3	-3

4 RECOMMENDATIONS

4.1 It is **RECOMMENDED** that Cabinet:

- i) Note the monitoring statement at Annex A.
- ii) Note the expected capital savings and revenue impact.

BACKGROUND PAPERS

Capital programme and monitoring working papers.
Previous Cabinet and Committee reports on capital expenditure.

Contact Officer – Steve Couper ☎ 01480 388103

MTP - CAPITAL SCHEMES MONITORING REPORT

10 December 2004

Active Schemes 2004/05

	Approved Date	COMPLETION		Slippage (weeks)	NET EXPENDITURE £000's			COMMENTS
		Deferral (weeks)	Approved Date		Approved 2004/05	Approved Total	Projected Variance	
PORTFOLIO: Finance Administration								
03/999.02 VAT Exempt Capital (04/05)	31-Mar-05	0	0	0	90	90	0	SC
PORTFOLIO: Housing & Young People Housing Support								
01/039.02 Disabled Facilities Grants (04/05)	31-Mar-05	0	0	0	812	812	0	EM
00/141.02 HRAs and RENS (04/05)	31-Mar-05	0	0	0	277	316	0	EM
>> Social Housing Grant (Contingency) (04/05)	31-Mar-05	0	0	0	605	605	0	Muir - Roman Way £386,000 approved. Remainder likely to be allocated to Barford Road, Eynesbury
Planning Policy & Conservation								
>> 02/078/B Huntingdon Town Centre Regen - CAPS Scheme	30-Mar-04	0	0	0	22	94	-94	RPb Completion date quoted relates only to grant payments in 2003/04. The scheme runs to 2005/06.
PORTFOLIO: Leader Economic Development								
03/365/A Huntingdon Boatyard Improvements	28-Feb-04	0	52	52	75	100	0	KP Consultants appointed to assess possibilities for site
>> 02/239/B New Industrial Units	28-Feb-04	0	148	148	270	540	0	KP Land identified in St Ives. Acquisition commenced July 2003. Programme revised and consequential slippage identified. Conceptual Feasibility Study prepared, awaiting instruction to proceed. On hold awaiting member decision.
Information Technology								
03/301.00 Customer First - Programme Wide	31-Mar-05	0	0	0	126	643	0	CH Revised Customer First programme submitted to MTP
Total for Portfolio					1716	1827	-94	

MTP - CAPITAL SCHEMES MONITORING REPORT

10 December 2004

Active Schemes 2004/05

	Approved Date	COMPLETION Deferral (weeks)	Slippage (weeks)	NET EXPENDITURE £000's		COMMENTS
				Approved 2004/05	Projected Variance	
Office Accommodation						
03/300/A Pathfinder House Imps and One Stop Shop	31-Mar-06	104	0	250	0	RP Feasibility study proposed for submission to Council in February 2005. Expenditure in 2004/05 relates to feasibility study, site investigations and repairs to Report on Pathfinder identifying works nearing completion. Works at St Neots being considered.
>> 01/128/A Public Buildings Access - Disability etc	30-Mar-04	0	52	0	-17	RP
Planning Policy and Conservation						
03/358/A Rural Renewal NE Hunts - Pump Priming (04/05)	31-Mar-05	0	0	50	-30	MS
PORTFOLIO: Leisure				771	-47	
Leisure Events and Facilities						
02/058/A Grafham Water Centre Partnership Contribution	31-Mar-05	0	0	10	0	PJ
00/999.02 Local Leisure Project Grants (04/05)	31-Mar-05	0	0	105	0	SB
Leisure Policy and Development						
00/001/B St Neots Tennis Initiative Partnership	01-Mar-02	0	113	30	0	JP NOF bid accepted
Parks and Open Spaces						
446 Football Improvements	31-Mar-05	0	0	205	0	Discussions with the Hunts Local Football Partnership
>> 01/074/A Huntingdon - Riverside Park - Bridge Replacement	30-Dec-04	0	0	13	0	SM
>> 01/121/A Pilot Linear Park Development	30-Nov-03	0	47	0	0	SM Outstanding works identified. Shelter installed. Bases installed. Scheme progressing. Landscaping completed. Scheme progressing.
03/369.01 Play Equipment (03/04)	31-Mar-04	0	26	0	0	SM Schemes delayed
03/369.02 Play Equipment (04/05)	30-Nov-04	0	0	47	0	SM
>> 467 St Neots - Skate Park	31-Mar-05	0	8	100	0	SM Design Work by Bedford Design Group. EA approval gained. Tenders returned 27th August 2004. Funding being finalised. Rescheduling to start siteworks March 2005
>> 01/107/A Various Parks - Signs	30-Dec-03	0	52	0	0	SM Order placed. Design proposals of fabricator assessed and agreed. Fabrication in progress.

MTP - CAPITAL SCHEMES MONITORING REPORT

10 December 2004

Active Schemes 2004/05

		Approved Date	COMPLETION			NET EXPENDITURE £000's			COMMENTS
			Approved Date (weeks)	Slippage (weeks)	Approved 2004/05	Approved Total	Projected Variance		
>>	02/004.01	Young People's Activity Parks (03/04)	31-Mar-04	0	30	0	64	-44	SM Schemes dependant on Partnership Funding. Criteria to be revised.
	02/004.02	Young People's Activity Parks (04/05)	31-Mar-05	0	0	46	46	0	SM
Recreation Centres									
>>	00/022/A	CCTV - Improvements at Leisure Centres	31-Jul-05	0	21	20	80	0	SB 20K slipped from 2003/04 for Sawtry. Estimated completion of Sawtry Dec 2005 (amended 5/10/04). 5k to be slipped for improvements at SNLC when site design is finalised.
	01/135.01	Leisure Centres - Disabled Facilities (03/04)	31-Mar-04	0	26	0	30	0	SB £19k carried forward from 03/04 pending return of Disabled provision reports on all Centres.
	02/134.01	Leisure Centres - Future Maintenance (04/05)	31-Mar-05	0	0	803	803	-100	SB Tenders out in stages. RLC/SLC returns 9/7, HLC/SNLC returns 23/7, SILC returns 10/8 (late arrived 27/8) RLC/SLC under way. HLC under way. SILC under way
>>	02/259/A	Ramsey - New Multi Activity Area	30-Nov-02	0	94 **	0	221	100	SB Actual opening 22 September 04. Substantial additional work - provision from Condition Survey
>>	03/424/A	Ramsey Leisure Centre - Creche, Office &	31-Jan-05	0	12	200	200	128	PJ Modifications to original plan now incorporated. Scheme now projected at £308k combining both schemes (L260 and L261) and increasing resultant revenue. Only - 2 tenders returned. Lowest 50k over budget. Re-tendering. Expected returns 30 Sep 04. Renegotiated with lowest tender. Report to Cabinet for 14/10/04 requesting total of 328k - extra 20k required. Cabinet approval given - as long as funding is taken from elsewhere in Leisure Capital programme. Can do - but involves rephasing of Cond Survey Work commenced 29/11 - completion by May 05

MTP - CAPITAL SCHEMES MONITORING REPORT

10 December 2004

Active Schemes 2004/05

	Approved Date	COMPLETION Deferral (weeks)	Slippage (weeks)	NET EXPENDITURE £000's		COMMENTS				
				Approved 2004/05	Approved Total					
>> 02/262/B	Sawtry - Fitness Studio	30-Mar-05	0	39	614	970	0	SB	Tenders being prepared. Car park to proceed (subject to planning 17/5/04) in advance of building work. Still issues to be resolved on Parking esp Schools financial contribution Estimated commencement Jan (March?) 05, completion - 10 months Part of Condition Survey Work to take place from Easter 2004	
>> 02/134.04	St Ivo Leisure Centre - Changing Rooms	01-Jun-04	0	0 **	14	106	0		Work commenced on schedule. 10 week programme. Completed on Completed June 04 Part of Condition Survey Single supplier (Granwood) to overlay floor. Work to take place in Easter 2004 to correspond with pool changing room work. Reopened 05 May 04	
>> 02/134.06	St Ivo Leisure Centre - Hammer Cage	30-Nov-03	0	30 **	-6	16	0		Roof complete on schedule - refurbished lighting installed. Completed Aug 04. Lighting completed Sept 04	
>> 02/134.05	St Ivo Leisure Centre - Sports Hall Floor	31-Mar-04	0	4 **	-2	54	0		Tenders came in 100K over expected.	
>> 02/134.07	St Ivo Leisure Centre - Squash Crts Roof Underline	31-Mar-04	0	24 **	0	17	0		Work deferred.	
>> 03/333/A	St Neots Leisure Centre - Creche & Kitchens	30-Nov-03	0	69	0	272	0	PJ	No decision on whether to proceed with re-tendering or packaging with	
Transportation										
00/003.01	Accessibility Improvements/Signs (03/04)	28-Feb-04	0	52	0	60	0	CA		
PORTFOLIO: Planning Strategy				Total for Portfolio	2307	3849	84			
Car Parks										
00/014/A	Environmental Imps - Ph 5	30-Jan-05	0	0	21	102	0	CA		
02/017/B	Fenstanton Car Park	30-Dec-03	0	60	0	22	0	CA	planning permission now received	
Economic Development										
>> 00/999	Hunt Town Cent Dev - HDC Estate Advice	30-Mar-04	0	52	24	100	-20	EW	Completion date quoted relates only to activity in 2003/04. The scheme runs to 2005/06.	
>> 01/077/A	Hunt Town Cent Dev - Planning Dev Issues	30-Mar-04	0	52	480	1092	0	MS		

MTP - CAPITAL SCHEMES MONITORING REPORT

10 December 2004

Active Schemes 2004/05

	Approved Date	COMPLETION		Slippage (weeks)	NET EXPENDITURE £000's		COMMENTS
		Deferral (weeks)	Approved 2004/05		Approved Total	Projected Variance	
Environmental Improvements							
03/431.01	31-Mar-04	0	0	8 **	0	103	CA awaiting information from County
03/431.02	30-Mar-05	0	0	0	103	103	CA
Information Technology							
01/045/A	31-Mar-03	104	0	0	0	27	JT A0 scanner to be replaced by the end of the year
Planning Policy and Conservation							
02/224/A	28-Feb-04	0	0	0	31	268	RPb Completion date quoted relates only to activity funded in 2003/04. The scheme runs to 2006/07.
Public Transport Support							
483	28-Feb-05	0	0	0	25	25	
Transportation							
03/352.00	28-Feb-04	0	0	30 **	0	50	StB
03/366/A	30-Oct-03	0	0	57	0	55	StB Delay due to Great Crested Newts
00/037.02	31-Mar-05	0	0	0	15	18	StB
02/277/B	31-Jan-04	0	0	24 **	0	1	RP Completed
03/361.00	28-Feb-04	0	0	12 **	0	70	StB
03/361.01	31-Mar-05	0	0	0	70	70	StB
01/095.01	31-Mar-04	0	0	13 **	0	85	StB
01/095.02	05-Feb-05	0	0	0	85	85	StB
02/132/A	28-Feb-05	0	0	8	15	15	StB
01/152.01	31-Jan-04	0	0	16 **	0	100	StB
01/152.02	31-Mar-05	0	0	-13	105	105	StB
>> 02/278/B	30-Oct-03	0	0	38 **	0	27	RP Project complete. Mill common cycleway - possible delay due to legal problems
02/250.02	31-Mar-05	0	0	0	72	72	StB
Total for Portfolio					1046	2595	-25
PORTFOLIO: Public Health & Community Safety							
CCTV							
00/020.00	28-Feb-04	0	0	47	0	74	SH report to Cabinet on 25th November
00/020.01	28-Feb-05	0	0	0	74	74	SH

Active Schemes 2004/05

	Approved Date	COMPLETION		Slippage (weeks)	NET EXPENDITURE £000's		COMMENTS
		Deferral (weeks)	Approved 2004/05		Approved Total	Projected Variance	
Crime Reduction							
00/036.02 Crime and Disorder - Lighting Improvements (04/05)	30-Mar-05	0	21	0	21	0	SH
Watercourses							
Henbrook, St Neots - Retaining Wall	30-Mar-04	0	48	39	48	0	Dependant on claim from insurance companies which has been received but refuted. Now passed to our insurers
PORTFOLIO: Resources Etc.							
Information Tech							
03/301.30 Customer First - Technical Infrastructure	31-Mar-07	0	992	0	1943	0	
Information Technology							
03/301.20 Customer First - People and Facilities	31-Mar-07	0	188	0	369	0	
03/301.10 Customer First - Transaction Delivery	31-Mar-07	0	93	0	184	0	CH
03/375/A Desktop Rationalisation (03/04)	31-Mar-04	39	0	0	100	0	DW Project awaiting release of Microsoft operating system update for Windows XP
03/301.04 Elections System Application Review	31-Mar-04	104	38	0	38	0	Deferred to 2005/06 at request of Head of Service
>> 01/082.01 Enhanced Security of Data Network & Comp Sys	31-Mar-04	26	0	0	15	0	MO Proposal agreed by eCAG 30-Apr-04
01/082.02 Enhanced Security of Data Network & Comp Sys	31-Mar-05	0	45	0	45	0	MO
I C T Server Room Extension	31-Jul-04	0	74	0 **	74	-16	Completed, together with upgraded electricity supply.
03/301.04 Land Charges Application Review (03/04)	31-Mar-04	0	2	30	74	0	Delayed due to data migration problems
03/301.11 Leisure System Development	31-Mar-05	0	29	0	128	0	CH
Operations Business System	31-Mar-05	0	76	0	76	0	
>> 03/301.08 Personnel/Payroll System	31-Mar-02	152	22	0	171	0	CG Delayed by one month due to unplanned absence of staff
03/301.04 Planning Application Review	31-Mar-04	0	0	52	35	0	Awaiting software enhancements to Uniform for listed buildings and conservation group
03/301.04 Switchboard Application Review	31-Mar-04	52	0	0	23	0	Dependant upon the requirements of the Contact Centre
494 Voice and Data Infrastructure	31-Mar-07	0	100	0	200	0	£50k for integration with the Contact Centre in 2004-05. Remainder dependant upon results of an infrastructure review
Total for Portfolio			143		217	0	

Active Schemes 2004/05

	Approved Date	COMPLETION		Slippage (weeks)	Approved 2004/05	NET EXPENDITURE £000's		COMMENTS
		Deferral (weeks)	Slippage (weeks)			Approved Total	Projected Variance	
PORTFOLIO: Waste Management & Streetscene								
Environmental Improvements								
02/050/A	Great Whyte, Ramsey - Env Imp Ph 2	0	0	0	21	175	0	CA
02/241/B	Heart of Oxmoor	0	0	0	450	800	0	MS Revised MTP bid submitted
01/049/A	Huntingdon Town Centre - Phase 2	0	0	0	189	1066	0	CA
02/051/A	Little Whyte, Ramsey - Env Imps	0	0	0	21	124	0	CA
01/104.01	Oxmoor Environmental Improvements (03/04)	0	17	**	0	53	0	CA
01/104.02	Oxmoor Environmental Improvements (04/05)	0	0	0	63	63	0	CA
02/240/B	Oxmoor Kent Road Improvements	0	0	**	653	1037	0	CA Construction complete. Invoices being raised for work undertaken for tenants/owners of properties.
Total for Portfolio								
					1659	3475	-16	
01/157.02 Small Scale Imps - District Wide (04/05)								
Operations Services								
462	Godmanchester Nursery	0	0	0	13	13	0	
03/313/A	New Refuse Collection Round	0	0	**	155	310	-31	RW New round in operation from April 2003.
03/304/A	Refuse/Green Waste Collection	52	0	0	2249	2489	0	RW Scheme roll out approved in three phases July 2004/Oct 2004/April 2005
02/192.02	Vehicles Fleet Replacement (04/05)	0	0	0	48	48	0	RW
Public Conveniences								
01/163/A	General Improvements-Public Cons	0	60	0	0	36	0	CA Working Party being set up following Cabinet in November 04
03/302/A	New Public Conveniences	0	0	0	300	1200	0	CA Working Party being Set up Report to Cabinet Nov 04
Public Transport Support								
03/400.00	Bus Shelters - Extra Provision (03/04)	0	47	0	0	33	0	CA APC's in villages to be removed and standard APC in St Germain Street, Huntingdon. Other 2 in Huntingdon to remain.
03/400.01	Bus Shelters - Extra Provision (04/05)	0	0	0	33	33	0	CA
Transportation								
00/003.02	Accessibility Improvements/Signs (04/05)	0	4	0	30	30	0	CA

MTP - CAPITAL SCHEMES MONITORING REPORT

10 December 2004

Active Schemes 2004/05

	Approved Date	COMPLETION		Slippage (weeks)	Approved 2004/05	NET EXPENDITURE £000's		COMMENTS
		Deferral (weeks)	52			Approved Total	Projected Variance	
Waste Management								
02/279/B Joint Waste Management Contract Procurement	30-Mar-04	52	0	0	50	120	0	RP Deferred by MTP bid 02/240/B.
Total for Portfolio					4357	7712	-31	
Total all Portfolio					12089	30788	-129	

ANNEX: MTP - CAPITAL SCHEMES MONITORING REPORT - DEFINITIONS

Active Schemes 2004/05 All schemes with approved funding (gross or net) in the year to which the report relates or which have a predicted 'current' or 'actual' completion date within the year.

PORTFOLIO:	ENVIRONMENT	COMPLETION			NET EXPENDITURE £000's				COMMENTS	
		Approved Date	Deferral (weeks)	Slippage (weeks)	Approved 2003/04	Approved Total	Projected Variance			
CCTV										
019	CCTV - Alarm Actuated Camera Position	31-Dec-02	0	0	40	40	0			
<i>Project appraisal reference</i>	<i>Name of scheme</i>	<i>The date given for the completion of the project in the original appraisal or in a subsequently approved revised project appraisal.</i>	<i>The currently predicted or actual (for completed schemes) time in weeks by which completion will vary from the approved date.</i>	<i>The currently predicted or actual time in weeks by which completion will vary from the approved date or extend beyond the period for which a 'deferral' has been authorised.</i>	<i>Net amount included in MTP for the current year together any approved slippage from the previous year.</i>	<i>The overall net cost of the scheme based on historic actuals and future approved.</i>	<i>The projected difference between the approved total net cost of the scheme and the actual net expenditure to deliver the scheme.</i>	<i>Brief narrative describing any deferral, slippage or financial variance.</i>		
<i>Projects are allocated to portfolio holders and then grouped by function.</i>		<i>For appraisals that relate to an annually recurring sum the approved date is assumed as the end of March for the year being reported on.</i>	<i>To qualify as a 'deferral' the delay/acceleration must have been approved in advance by a project board (which includes a Chief Officer).</i>	<i>Schemes where deferral/slippage is based on an 'actual' completion date are distinguished in the report by ***.</i>		<i>For annually recurring sums this is the current year funding only. These are indicated in the report by #.</i>				

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CABINET

13 January 2005

ST IVES AND THE HEMINGFORDS FLOOD ALLEVIATION SCHEME (Report by Head of Environment & Transport)

1. INTRODUCTION

- 1.1 The Environment Agency has now published the 'Preferred Option Consultation' in respect of the St Ives and the Hemingfords Flood Alleviation Scheme. The Council is invited to submit its comments on the proposal by 14 January 2005.
- 1.2 The proposal is substantially that reported to Cabinet at their meeting on 15 July 2004 at which time the justification for the measures and the proposed scheme were supported in principle by the Cabinet.
- 1.3 Local members discussed the various options with the Environment Agency at a meeting on 12 August 2004 and generally supported the proposal now being consulted on.

2. PROPOSED SCHEME

- 2.1 The scheme will provide protection against a 1 in 100 years flood event to substantial areas of St Ives, Hemingford Grey, Hemingford Abbots and Greenfields within Fenstanton parish. In total some 600 homes south of the river will be protected and a further 1,000 in St Ives.
- 2.2 The scheme comprises substantial improvements to almost the entire length of the existing flood bank south of the river. The bank will be extended at its eastern end to protect London Road, St Ives and Greenfields and its western end to protect properties in Hemingford Abbots. New flood walls will be provided where it is impractical to improve the existing bank.
- 2.3 The town of St Ives will be protected by a new flood wall along The Waits and the The Quay and embankments and other measures along Priory Road at the eastern end of the town.
- 2.4 A feature of such flood protection schemes is that as river flood levels rise flood water is prevented by flap valves, or other control devices, from escaping into drainage systems which, in normal circumstances, would discharge into the river. This would not usually be a problem but the particular circumstances of Hemingford Grey require a pumping installation to be provided to deal with surface water that accumulates within the defended area.

3. ENVIRONMENTAL CONSIDERATIONS

- 3.1 The Environment Agency and their consultants have worked closely with the Council's planning and conservation services to develop a scheme that is sensitive to the natural environment, particularly south of the river, and the historic built environment north of the river. It is not anticipated that any significant issues remain that would prevent planning consent being granted where this is required.

- 3.2 An Environmental Impact assessment will be undertaken by the Environment Agency which will be developed in consultation with other key agencies and Cambridgeshire County Council's Bridge Engineer insofar as it relates to New Bridge (London Road causeway). Whilst the works themselves may temporarily disrupt some moorings there will be no lasting impact on navigation on the river.

4. PUMPING INSTALLATION

- 4.1 As stated in paragraph 2.4 the scheme includes a pumping station. This already has been the subject of discussion between the Environment Agency, District Council, Cambridgeshire County Council and Hemingford Grey Parish Council. All agree that some form of pumping installation is essential to the effectiveness of the scheme.
- 4.2 No agreement yet has been reached on the principle of sharing the cost of construction and future operation of the pumping station as proposed by the Environment Agency. Notwithstanding their stated need to secure contributions it is understood that the Environment Agency are proceeding with their applications for grant and funding approvals with the total cost of the pumping station included as part of the scheme.
- 4.3 There appears to be alternatives to a permanent pumping station, which currently do not have the support of either the Environment Agency or Hemingford Grey Parish Council. It is considered that the alternatives would give rise to a substantially lower capital and ongoing operational cost and could still provide a reliable solution.

5. RECOMMENDATIONS

- 5.1 It is recommended that Cabinet:
- a) reaffirm their support for the proposed scheme subject to the determination of any unresolved planning or conservation matters;
 - b) authorise the Head of Environment and Transport to continue to seek to secure the provision of any pumping installation wholly through Environment Agency funding without any District Council financial input; and
 - c) authorise the Head of Environment and Transport to convey their views to the Environment Agency.

Background papers

St Ives and The Hemingfords Flood Alleviation Scheme –Environment Agency

Contact Officer: Richard Preston, Head of Environment & Transport
☎ 01480 388340

CABINET

13 JANUARY 2005

**WASTE AND RECYCLING SERVICES – PETITION TO COUNCIL
(Report by Head of Environment & Transport)**

1. INTRODUCTION

- 1.1 This report considers the current position of the waste and recycling service following the submission of a petition to full council on 8th December 2004, which requested a return to weekly refuse collections, at no additional cost to Huntingdonshire Council Taxpayers
- 1.2 Current Waste and Recycling services are designed to ensure that the District Council meets the waste minimisation and recycling requirements of the EU Landfill Directive together with local and regional targets set out in the Waste Local Plan and the Joint Waste Strategy. The collection systems now in use will ensure that at least 50% of the waste collected by the District Council will be recycled from 2005/06 onwards. Should the Council fail to meet its targets, new regulations could result in local council tax payers facing a penalty of £356k in 2008 because too much waste is still being taken to landfill. In 2010 the penalty could amount to £1.4 million per annum, equivalent to £21 for every household in Huntingdonshire.
- 1.2 If local households are not successful in maintaining the reduction achieved in the amount of waste for ultimate disposal they will face substantially higher costs because of government imposed penalties in the short/medium term and the cost of providing bigger waste treatment plants in the longer term – as landfill becomes prohibitively expensive.
- 1.3 Early results from the new waste and recycling collection services show that the vast majority of households are making good use of the opportunity that it provides to deal responsibly with their waste. Reverting to a weekly collection of residual household waste is operationally unsustainable, will not encourage householders to take responsibility for the waste they produce and will increase further the financial burden of waste collection and disposal.

2. REDUCING RESIDUAL WASTE

- 2.1 Provisional allocations for 2005 to 2020 under the Landfill Allowances Trading Scheme (LATS) now have been published, as provided for in the Waste and Emissions Trading Act 2003. These set for the County Council, as the waste disposal authority, limits for the disposal of biodegradable municipal waste (BMW) in landfill.
- 2.2 Although expressed at a county level the following table is indicative of the impact for Huntingdonshire –

	Kilograms of BMW per head					
	05/06	06/07	07/08	08/09	09/10	10/11
Allowance under LATS	193	185	175	162	146	130
Forecast of BMW Landfilled	170	166	171	177	182	187
Amount Allowance Exceeded	-	-	-	15	36	58

- 2.3 The forecast included in the above table assumes that recycling (dry and garden waste) achieves 51% in 06/07, the first full year when all properties have a garden waste service, that this is sustained in subsequent years and that waste continues to grow at 3% annually to 2010/11.
- 2.3 The penalty set by the regulations for exceeding the BMW allocation is £150 per tonne. For each 1% by which the District Council fails to achieve the 51% recycling rate a further 3 kilograms of BMW per head will be landfilled. Once the allowance is exceeded in 2008 each 1% will add £71k annually to the cost of Huntingdonshire's waste disposal in penalties.
- 2.4 In 2010 the County Council plan to have alternative waste disposal arrangements in place to divert waste from landfill. These will be provided at a cost of £80+ million, supported by an anticipated £35-40 millions in PFI credits. Maintaining high levels of recycling at the point of collection, and thereby reducing the residual waste for ultimate disposal, is pivotal to containing both the initial capital cost and ongoing operational cost of the treatment plant such that they are affordable by council tax payers in the county.
- 2.5 The introduction of the alternating weekly collection, concurrently with the garden waste collection service, starting with the 9,000 household pilot scheme in 2003/04, has been pivotal in encouraging householders to fully engage in recycling. This is demonstrated by the results of the best value performance indicators (BVPI) for the last three years, and the targets for 2004/05 and subsequent years.

	01/02	02/03	03/04	04/05	05/06	06/07
Recycled/head	13.10%	14.90%	17.40%	20%	21%	21%
Composted/head	0%	0.60%	4.10%	12%	28%	30%

- 2.6 Actual performance in 2004/05, following the roll-out of the first tranche of the new waste services in August, indicate that the targets for 2004/05 are likely to be exceeded. Actual performance for April-October was 20% and 13% for recycling and composting respectively. A further tranche of 10,000 households, extending coverage to some 55,000 households, is to be completed in December and is likely to further improve performance.

3. COST OF SERVICES

- 3.1 Moving from a weekly sack collection to a comprehensive three-stream waste service based on fortnightly collections has not been a cost saving exercise. This is best indicated by the BVPI relating to cost of household waste collection per head (04/05 to 06/07 are forecasts)

	01/02	02/03	03/04	04/05	05/06	06/07
Cost of head	£26.64	£31.44	£40.95	£54.68	£62.47	£59.44

- 3.2 The initial cost of the services have been supported by £1.8 millions of grant from a DEFRA challenge fund in 2003/04 and 2004/05. The funding was secured through a joint bid with other Cambridgeshire Councils forming the strategic waste partnership.

- 3.3 Guidance recently published by DEFRA indicates that a new Waste Performance and Efficiency Grant will be available in the three years 2005/06 to 2007/08. The national pot is to be £40 millions in 2005/06, £105 millions in 2006/07 and £110 millions in 2007/08.
- 3.4 The District Council will receive £52k in 2005/06. Allocations in subsequent years have not been confirmed but on the basis of the national allocation could be expected to be at least double the 2005/06 allocation. However, DEFRA are strongly urging waste partnerships to pool their funding in 2006/07 and 2007/08.
- 3.5 It is proposed that the first call on the District Council's grant should be to support the purchase of blue wheeled bins for dry recyclables to allow public demand for this service to be fully satisfied.

4. OPERATIONAL CONSIDERATIONS

- 4.1 The collection of refuse in plastic sacks is unsafe. Refuse collectors regularly suffered back injuries, lacerations and stab wounds because there is no way to control what was placed in the sacks by householders.
- 4.2 The availability of wheeled bin collection arrangements makes it impossible to defend sack collections when challenged by the Health and Safety Executive. Such a challenge was almost certain if the District Council had not changed to a wheeled bin system.
- 4.3 Where a weekly wheeled bins collection has been substituted for a sack based service there is ample evidence that the weight of waste collected increases, often by as much as 30%. This is attributable to householders giving less attention to separating recyclables and also placing garden waste in the bin.
- 4.4 Where weekly wheeled bin collections have been introduced with any success there has been substantial investment in public awareness raising and enforcement and associated comprehensive services for collecting recyclables and garden waste. However, the performance of such schemes, in terms of diverting residual waste from landfill, remains at around 20-30%.
- 4.5 In order to maintain current recycling and garden waste services, the introduction of a weekly wheeled bin residual waste collection service would require a substantial increase in resources and increase the revenue cost by around £750k annually.

5. CONCLUSIONS

- 5.1 There are overwhelming operational reasons why the District Council cannot revert to a universal sack-based waste collection service.
- 5.2 The national waste strategy is to substantially reduce reliance on the use of landfill as a means of waste disposal. The regulatory system currently is targeting the disposal of municipal waste and local authorities face swingeing penalties if they do not reduce the amount of biodegradable

waste (a substantial part of the waste produced by households) taken to landfill.

- 5.3 Achieving high levels of recycling and composting will go some way to reducing the waste landfilled but cannot themselves ensure the targets are met. The County Council must invest in alternative treatment arrangements by 2010 if the cost of waste disposal and the consequential charge to local council tax payers is not to become unacceptable.
- 5.4 The scale of the treatment plants and their cost will be greatly influenced by the amount of waste they have to process. High levels of recycling/composting are key to reducing the amount of residual waste for processing at the new treatment plants.
- 5.5 Awareness raising and promotional activity alone has failed to bring about sufficient change in people's behaviour with regard to waste disposal. The introduction of the alternating weekly collections, however, has encouraged the vast majority of households to engage with the recycling services provided by the District Council. Where households have done this typically they find the service meets their needs.
- 5.6 Where householders are using their best endeavours to recycle/compost but are still experiencing real difficulties with the service every effort is made to assist them – e.g. larger families can apply for an additional bin(s). Assisted services are provided to householders who are disabled/frail and special arrangements are being put in place for flats etc. At the small number of locations where the house types make the storage of wheeled bins impractical provision of a similar service, based on other forms of containment are being developed.
- 5.7 Through the initial pilot and the early months of the roll-out of the district wide service, experience has shown that the often quoted fears relating to smell and maggot/fly infestations have not generally materialised. Simple precautions such as wrapping perishable waste are extremely effective in overcoming the perceived problem. From mid 2005, householders will be provided with the opportunity of putting kitchen waste in their garden waste bin. This provides them with the opportunity of disposing of kitchen waste on a weekly basis if they wish to alternate between the residual and garden waste collections.
- 5.8 South Cambridgeshire District already has a fully implemented alternating fortnightly collection and the other waste collection authorities in the county also are now considering similar collection arrangements as the key to improving recycling performance and making their contribution to reducing the amount of residual waste for disposal – the cost of which will fall on council tax payers across the county.
- 5.9 Acceding to the request by the petitioners to Council for the resumption of a weekly residual waste collection service cannot be done without significantly increased costs and it would undermine the objectives of the joint waste strategy to which the District Council is a signatory.

6. RECOMMENDATION

- 6.1 Cabinet are recommended to reject the petition submitted to Council on 8th December 2004 for the reasons outlined in the main body of this report and continue with the roll-out of the new waste and recycling service across the whole district, based on alternating weekly collections.

Background papers

Best Value Performance Plan 2004

Waste disposal data provided by Cambridgeshire County Council

Managing Waste Sustainably - DEFRA letter dated 9 December 2004

LATS data

<http://www.defra.gov.uk/environment/waste/localauth/lats/pdf/allocationdata.pdf>

Contact Officer: Richard Preston, Head of Environment & Transport



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Agenda Item 5

DISTRICT COUNCIL HEADQUARTERS AND OTHER OFFICE ACCOMMODATION MEMBERS ADVISORY GROUP (Report of the Advisory Group)

1. INTRODUCTION

- 1.1 The Advisory Group met on 21st December 2004 and Councillors I C Bates, P L E Bucknell, W T Clough, P J Downes, D P Holley and K Reynolds were present. An apology for absence was received on behalf of Councillor T V Rogers.
- 1.2 Also in attendance were Messrs S Couper, D Monks, D Oliver, R Preston, A Roberts and P Watkins.
- 1.3 The Advisory Group received a report of their meeting on 25th August 2004 and noted that Councillor P J Downes had submitted his apologies for absence.

2. HEADQUARTERS FEASIBILITY STUDY - UPDATE

- 2.1 The Advisory Group gave consideration to a confidential report by the Director of Operational Services on a range of matters relating to the Council's future office and other accommodation.
- 2.2 The Advisory Group also received a presentation outlining the potential for development of a site in Huntingdon Town Centre for a headquarters building.

Having been informed that an appraisal of other potential sites in the town centre, and options for the relocation of the District Council's depot would be addressed in a feasibility study currently being prepared by Lambert Smith Hampton and the terms on which the prospective developers of one of the sites were prepared to undertake further design work with a view to accommodating the Council's requirements, it was

RESOLVED

that the Cabinet be recommended to approve a supplementary revenue estimate not exceeding £30,000 in respect of the cost of commissioning further design work for the Council's headquarters.

3. DATE OF NEXT MEETING

- 3.1 The Advisory Group agreed that the next meeting should be held on Tuesday 18th January 2005 at 8.00am.

Chairman

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