

A meeting of the **CABINET** will be held in the **COUNCIL CHAMBER, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 24 FEBRUARY 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 of the Cabinet held on 3rd February 2005.

**A Roberts
388009**

2. CONEYGEAR PARK AND IMPROVEMENTS TO OPEN SPACE IN OXMOOR (Pages 7 - 14)

To consider a report by the Head of Community Services.

**P Jones
388202**

3. TRAVEL PLAN 2005-2010 (Pages 15 - 28)

To consider a report by the Head of Environment and Transport on a new travel plan proposed for the period 2005-2010.

**R Preston
388340**

4. SUPPORTING PEOPLE STRATEGY 2005 - 2010 (Pages 29 - 36)

With the assistance of a report by the Head of Housing Services, to consider the updated Supporting People Strategy for the period 2005 – 2010 and to note a projected decrease in government funding.

**S Plant
388240**

5. COUNCIL FUNDING OF MANDATORY DISABLED FACILITIES GRANTS (Pages 37 - 40)

To consider a report by the Head of Housing Services on the take up of Disabled Facilities Grants and the Governments contribution towards their funding in 2005/06.

**S Plant
388240**

6. WORKING WITH THE HSC AND HSE TO CHANGE ATTITUDES AND CULTURE IN HEALTH AND SAFETY ENFORCEMENT”
(Pages 41 - 44)

To consider a report by the Head of Environmental Health Services seeking the Cabinet's approval of a Statement of Intent for the Local Authorities and Health and Safety Executive Working Together Strategic Programme.

**A Agass
388292**

7. **TREASURY MANAGEMENT INVESTMENT PERFORMANCE**
(Pages 45 - 48)

To consider a report by the Head of Financial Services on the performance of the Investment Fund, April – December 2004.

S Couper
388103

8. **EXCLUSION OF THE PRESS AND PUBLIC**

To resolve –

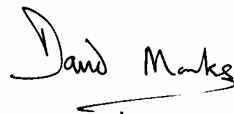
that the public be excluded from the meeting because the business to be transacted contains exempt information relating to terms proposed in the course of negotiations for the acquisition of land.

9. **ACQUISITION OF LAND AT HOUGHTON ROAD, ST. IVES** (Pages 49 - 56)

To consider a report by the Head of Housing Services.

S Plant
388240

Dated this 16th day of February 2005



Chief Executive

Please contact Mrs H Lack, Democratic Services Officer, Tel No. 01480 388006/e-mail: Helen.Lack@huntsdc.gov.uk 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 Cabinet.

Agenda and enclosures can be viewed on the District Council's website – 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.

Agenda Item 1

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, 3 February 2005

PRESENT: Councillor D P Holley - Chairman
Councillors I C Bates, Mrs J Chandler,
R L Clarke, N J Guyatt, Mrs P J Longford,
T V Rogers and L M Simpson

APOLOGY: An apology for absence from the meeting was submitted on behalf of Councillor Mrs D C Reynolds

122. MINUTES

The Minutes of the Meeting of the Cabinet held on 13th January 2005 were approved as a correct record and signed by the Chairman.

123. HUNTINGDON BUS STATION

With the aid of a report by the Head of Environment and Transport (a copy of which is appended in the Minute book) the Cabinet was acquainted with the findings of a study into traffic management around and the siting of Huntingdon bus station. Executive Councillors noted the options considered for the location of the bus station and potential improvements to the configuration of the road network in the Town.

Having discussed the issues involved, the importance of the completion of works which would enable the A14 to be de-trunked and the need in the longer term for a public transport interchange at Huntingdon railway station, it was

RESOLVED

- (a) that the findings of the consultant's study be noted;
- (b) that, in the short-medium term, the bus station be retained on its existing site;
- (c) that a feasibility study be undertaken into an improved bus station layout; and
- (d) that the draft MTP be varied as set out in paragraph 4.5 of the report now submitted to enable the feasibility study for a new bus station layout to be completed in 2005/06.

124. PUBLIC CONVENIENCES: ARRANGEMENTS WITH TOWN COUNCILS

It was

RESOLVED

that consideration of the report by the Head of Environment and Transport on this matter be deferred pending the submission of a report by the Advisory Group for Public Conveniences to a future meeting.

125. ALCONBURY FLOOD ALLEVIATION SCHEME

(Councillor N J Guyatt, declared a personal interest in the following matter by virtue of his membership of the Council's Development Control Panel, which in due course would consider a planning application for the proposed scheme. Councillor Guyatt took no part in voting on the matter).

Consideration was given to a report by the Head of Environment and Transport (a copy of which is appended in the Minute Book) outlining the Environment Agency's "preferred option consultation" in respect of the proposed Alconbury Flood Alleviation Scheme. Executive Councillors were informed that the Scheme did not include Alconbury Weston as the required works to protect the village did not reach the cost-benefit threshold to attract Government grant.

Having noted details of the proposed scheme and the intended programme leading to completion of the works, it was

RESOLVED

- (a) that the inability of the Environment Agency to advance a Flood Alleviation Scheme for Alconbury Weston be noted;
- (b) that the preferred option for the alleviation of flooding in Alconbury as detailed in the Environment Agency's consultation document be supported in principle;
- (c) that the likely consideration to be given to the scheme later in the year by the Council as the local Planning Authority be noted; and
- (d) that the Head of Environment and Transport be requested to inform the Environment Agency that the proposed scheme should be sympathetic in terms of its design and the materials used with the character of the area.

126. SMALL SCALE ENVIRONMENTAL IMPROVEMENTS

The Cabinet considered a report by the Head of Environment and Transport (a copy of which is appended in the Minute Book) outlining progress on small scale environmental improvement schemes and proposing a programme of schemes for 2005/06.

RESOLVED

- (a) that the contents of the report now submitted be noted; and
- (b) that the programme of schemes for 2005/06, as set out in paragraph 4.1 of the report now submitted, be approved and funding released from the MTP accordingly.

127. BUDGET AND MEDIUM TERM PLAN 2006 - 2010

By way of a report by the Director of Commerce and Technology (a copy of which is appended in the Minute Book) the Cabinet was acquainted with a number of variations to assumptions made previously for the purpose of preparing the draft Budget and Medium Term Plan (MTP) for the period 2006 – 2010 and the level of Council Tax for 2005/06.

Having been acquainted with the deliberations of the Overview and Scrutiny Panels on this matter and the outcome of consultation with the business community on expenditure proposals, the Cabinet

RECOMMENDED -

- (a) that, subject to appropriate adjustments to reflect revenue implications inherent in resolution (d) in Minute No. 123 ante, the £8,000 reduction in Revenue Support Grant and the resulting impact on interest receipts, the spending proposals summarised in Annex C to the report now submitted be approved;
- (b) that a Council Tax level of £106.54 for a Band D property for 2005/06 and the indicative levels for 2006/07 onwards as shown in Annex C to the report now submitted be approved;
- (c) that, subject to any necessary variations relating to the adjustments referred to in resolutions (a) and (b) ante, the Prudential Indicators at Annex F to the report now submitted be approved;
- (d) that, notwithstanding the lack of information currently available which would enable the Council to guarantee achieving indicative targets in the Gershon efficiency review and in the light of revenue reserves likely to be available to the Council in 2005/06, the Director of Commerce and Technology's comments on the robustness of the budget as shown in Annex G now submitted be noted; and
- (e) that the 2005/06 and 2006/07 capital programme be approved to increase the opportunities for achieving lower tender prices.

128. 2005/06 TREASURY MANAGEMENT STRATEGY

With the assistance of a report by the Head of Financial Services (a copy of which is appended in the Minute Book) the Cabinet considered a proposed Treasury Management Strategy 2005/06. Whereupon, it was

RESOLVED

that Council be invited to approve the 2005/06 Treasury Management Strategy as appended to the report now submitted.

129. QUARTERLY SUMMARY OF DEBTS WRITTEN-OFF

The Cabinet received and noted a report by the Head of Revenue Services (a copy of which is appended in the Minute Book) summarising debts which had been written off during the quarter October – December 2004, the cumulative total for the current financial year and comparisons with previous years.

130. CHEQUERS COURT URBAN DESIGN FRAMEWORK

The Cabinet considered a report by the Head of Planning Services (a copy of which is appended in the Minute book) outlining the responses received to consultation on the Chequers Court Urban Design Framework and suggested amendments that had been made as a result, principally relating to the removal of references to a proposed Phase 2, to guidance for traffic and pedestrians' use of the area, to alternative entrances to the possible multi-storey car park, to improvements to access routes for buses and to comments on the built environment.

Councillor J D Fell addressed Executive Councillors with regard to views expressed by local residents on the framework document.

Having considered the responses and proposed amendments, it was

RESOLVED

that, subject to the inclusion of the words "and through an increase in the quantity and quality of floor space add to the viability and vitality of the Town Centre and" after the word "regenerated" in paragraph 2.5, the revised Urban Design Framework as amended to reflect the content of the Annex to the report now submitted, be approved as Interim Planning Guidance to the Huntingdonshire Local Plan.

131. EXCLUSION OF THE PUBLIC

RESOLVED

that the public be excluded from the meeting because the business to be transacted contains exempt information relating to particular employees.

132. REVIEW OF TOURISM SERVICES SECTION

The Cabinet considered a report by the Head of Community Services (a copy of which is appended in the Minute Book) outlining proposed changes to the staffing structure of the Tourism Services Section of the Community Services Division. The report also referred to the implications of the decision by the County Council to terminate the lease of the Tourist Information Centre premises in Huntingdon library and the options available for continued delivery of the service. Having noted the decisions of the Employment Panel at its meeting held on 2nd February, it was

RESOLVED

- (a) that option 3 in paragraph 3. 9 of the report now submitted be approved as the preferred solution for the provision of Tourist Information Services in Huntingdon; and
- (b) that the financial implications as outlined with the revised structure of the Tourism Services section contained in Annex D to the report now submitted be approved.

133. BUSINESS GENERATION AT LEISURE CENTRES

Pursuant to Minute No.121, the Cabinet gave consideration to a report by the Head of Community Services (a copy of which is appended in the Minute Book) on the impact of the Business Generation Team at the Council's Leisure Centres and a suggested change to the structure of the Team. Having noted responses to questions raised by the Overview and Scrutiny Panel (Service Delivery and Resources) on the report, it was

RESOLVED

- (a) that the contents of the report be noted;
- (b) that the approval by the Employment Panel of the replacement of the post of Business Generation Manager with the post of Leisure Centres Promotions Officer also be noted; and
- (c) that the Leisure Centre Management Committees be invited to monitor the performance of the Business Generation Team.

Chairman

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CONEYGEAR PARK AND IMPROVEMENTS TO OPEN SPACE IN OXMOOR (Report by Head of Community Services)

1 SUMMARY

This report was requested by Cabinet after having received a report on the matter in April 2004. It updates Members on progress towards the implementation of the proposed improvements to the green space in Oxmoor, relating particularly to the site on the corner of Coneygear Road and Butts Grove Way, identified as "Coneygear Park", and the creation of "neighbourhood gardens" and "doorstep greens". These improvements form one of the main components within the Oxmoor Action Plan.

2 BACKGROUND INFORMATION

- 2.1 At its meeting on 22 April 2004, Cabinet approved the creation of Coneygear Park and the proposals for the funding and management of the Park and the development of neighbourhood gardens and doorstep greens. A total sum of over £800,000 is to be applied to these projects as a result of the sale and development of other open space in the area for housing and non recreational uses and the use of existing resources generated through development in the immediate vicinity. The resources will be applied to generate the capital development of the first phase of the Park and to generate a long term revenue budget to fund the neighbourhood garden and doorstep green schemes.
- 2.2 The provision and enhancement of open space in Oxmoor is a central and critical element of the Oxmoor Action Plan. The Plan relies upon improving the housing mix through new development to release resources to undertake the improvement to open space required.
- 2.3 Currently, there is a significant acreage of open space in Oxmoor. However, much of it is highway verge, small areas of mown grass with little or no leisure value or larger areas which often generate conflict of use amongst local communities. The Plan pays particular regard to the latter areas by involving local communities in identifying appropriate landscaping treatments and then developing and maintaining those treatments. Details of a pilot approach of this type are noted below. The Plan also recognises that additional housing development will in itself generate new open spaces which will need to meet the Council's quality standards and hence further enhance the open space offer in Oxmoor.

Neighbourhood Gardens and Doorstep Greens Pilot

- 2.4 It has been possible to pilot work similar to that envisaged for the neighbourhood gardens and doorstep greens. The Countryside Services section has employed a Ranger using funds from the Cambridgeshire Biodiversity Project and the friends of Hinchingsbrooke Country Park. The Ranger has been working with residents in the Judson Court area (see Annex A) to improve the local open spaces which were identified as particularly poor in a survey of Oxmoor open spaces conducted in 2002. The Ranger has provided the plants and residents have planted and maintained fruit trees, herbs and some vegetables, as a healthy eating scheme has been encouraged. She has also worked with a wide range of the community to involve them in caring for the environment in which they live, in order to maintain the sustainability of the project. A sample of photographs from the project are attached as Annex B. Colour versions of these and others will be on display at your meeting.
- 2.5 The Ranger will leave at the end of March when some of the funding runs out. However, the project will be the model on which the new Coneygear Park Ranger will base work on neighbourhood gardens and doorstep greens. It is expected that this will begin in the autumn of 2005, after the summer activities organised by the Ranger have concluded, and that these will take three years to develop. It is critical for the success of this approach that the local communities involved are fully committed. Nevertheless, it is expected that the ranger will seek to develop at least one scheme in each of the "quarters" of Oxmoor as identified in the Action Plan and shown in Annex A. On-going support will be given to each scheme after implementation to maintain and manage the improved open spaces in a satisfactory condition. Support will continue to be given to the areas planted over the last two years.

Coneygear Park

- 2.6 The open space design and management consultants, Parklife, have been engaged to develop a master plan for the Park. Their initial ideas were submitted in December 2004 and agreed in principle with officers. The final master plan is due in early February 2005. Tender documents will be issued by April and the tender analysis report with recommendations by May. It is hoped that construction will start during June 2005. Phase 1 construction should be finished in September 2005. Further consultation has also taken place with residents in the immediate vicinity of the Park.
- 2.7 It has been acknowledged that the initial construction will provide the basic infrastructure of the Park, but that additional on-site facilities will be built as the funding released by development becomes available. This phased construction is reflected in the master plan.
- 2.8 In order to emphasise the community benefits arising from the generic Oxmoor developments, of which the Park is one, some consideration has been given to an official opening. Assuming that construction proceeds as envisaged, early thoughts include a bonfire and fireworks on Saturday 5 November. Further consultation will take place on this matter, including with Huntingdon Ward Members.

- 2.9 Critical to the development of the Park and its place within the community will be the appointment of the Coneygear Park Ranger. It is expected that the post will be filled by May. This will enable the post holder to be involved with the construction of the Park whilst developing a summer programme of activities. The post holder will be line managed by Countryside Services and supported by the Parks Service and will also be responsible for the development of neighbourhood gardens and doorstep greens as noted above.

3 CONCLUSION

Progress towards improving open space in Oxmoor through the creation of a new community park and the development of neighbourhood gardens and doorstep greens has proceeded in line with the report received by Cabinet in April 2004. The open space improvements are part of a package of wider improvements in the area which are critical to generate the resources to implement, manage and maintain the open space developments.

4 RECOMMENDATION

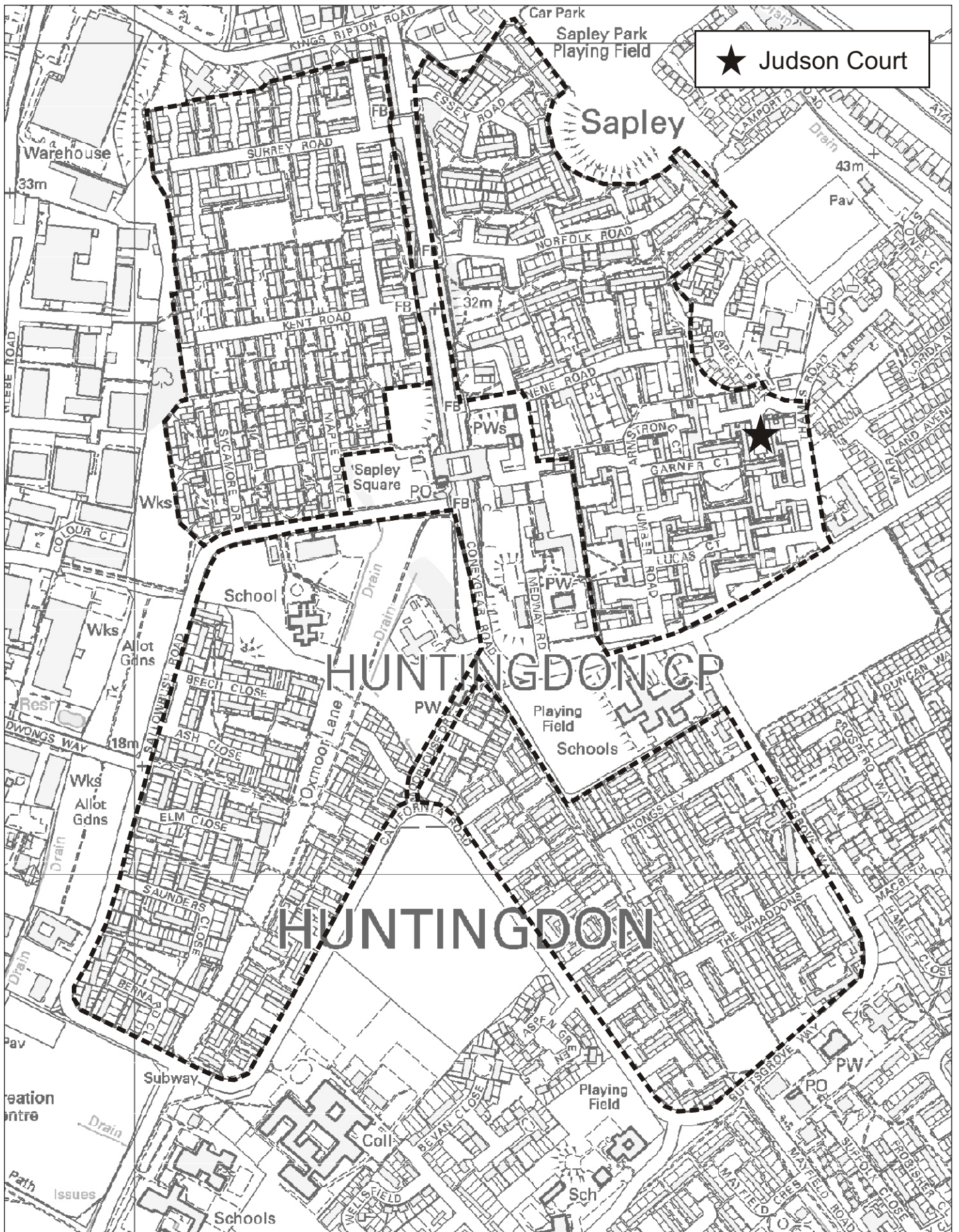
That Cabinet notes the progress towards the construction of Coneygear Park and the plans to develop neighbourhood gardens and doorstep greens in Oxmoor.

BACKGROUND INFORMATION

Oxmoor Action Plan
Report to Cabinet 22 April 2004.

Contact Officers: Peter Jones, Head of Community Services
☎ 01480 388202
Pat Knight, Countryside Services Manager
☎ 01480 388442

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Oxmoor Neighbourhoods: Potential areas for pilot projects

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Judson Court
November 2003



Judson Court
February 2005



Preparation in Judson Court



Planting in Judson Court



Preparation in Whitehall Walk

**OVERVIEW & SCRUTINY PANEL
(PLANNING & FINANCE)
CABINET**

**8 FEBRUARY 2005
24 FEBRUARY 2005**

**TRAVEL PLAN 2005 TO 2010
(Report by Head of Environment & Transport)**

1. INTRODUCTION

- 1.1 The District Council first adopted a travel plan in 1999 and it is appropriate now to consider a new travel plan that takes account of changes in the external environment and in travelling behaviour since that time.
- 1.2 A new travel plan is proposed for the period 2005 to 2010. A key influence on employee and councillors' travel during that time will be the outcome of the decision to be taken in respect of the future of the District Council's headquarters accommodation. Whatever option is taken forward there will be a reduction in the amount of on-site car parking in line with current national planning policy.
- 1.3 Travel plans are concerned with changing people's behaviour. Cabinet are being asked, therefore, to approve a draft travel plan for consultation with employees and councillors prior to its adoption.
- 1.4 The Overview and Scrutiny Panel (Planning and Finance) have requested the opportunity to comment on the draft travel plan prior to its initial consideration by Cabinet.

2. CHANGES IN THE EXTERNAL ENVIRONMENT

- 2.1 Traffic volumes continue to rise year-on-year and peak-time congestion is now routine in all market towns. As a consequence travel-to-work journey times have increased for the vast majority of employees.
- 2.2 Transport strategies have been adopted for St Neots and Huntingdon and Godmanchester and are currently planned for St Ives and Ramsey. These plans seek to promote, as one of their principal objectives, alternatives to the use of the private car and the Council has made significant financial investment in the delivery of the two plans currently in place.
- 2.3 Parking provision for any new development now is limited by planning policy. Any development with significant employment content is required to produce a travel plan. These measures are intended to reduce reliance on the private car.
- 2.4 Subject to the recent Public Inquiry giving the go ahead for the Cambridgeshire Guided Bus this is planned to be operational from 2007. Public transport on the Huntingdon - St Ives - Cambridge corridor will be enhanced and bus priority measures, to be delivered in association with the project, will improve the reliability of many other public transport services into Huntingdon.

3. CHANGES IN TRAVELLING BEHAVIOUR

- 3.1 An indication of the use made by employees of various modes of transport for their journeys to/from work is given in the annual Travel-for-Work survey, completed in October each year. Results for 2003 and 2004 are reproduced in the table below (*columns do not total to 100% because of rounding*)

Mode of Travel	2003 HDC	2004 HDC	2004 ALL
Car – single occupant	66%	71%	45%
Walk	3%	7%	7%
Bicycle	5%	2%	22%
Motorbike	2%	2%	1%
Public Bus	4%	3%	7%
Train	5%	4%	3%
Car Share	14%	8%	11%
Telework	1%	2%	3%

- 3.2 The Travel-for-Work survey is completed by the employees of 35 employers (predominantly public sector) in Cambridge and the surrounding area. The '2004 ALL' column is the aggregate in 2004 for all employers participating in the survey.
- 3.3 The Council's results demonstrate a strong dependency on the private car used by a single occupant. This is likely to be influenced by the rural nature of the district but may also demonstrate a lack of awareness of the available alternative travel options, where these exist. It may also reflect working arrangements that require employees to have available a private car for business use during the working day.

4. CONCLUSIONS

- 4.1 The picture is substantially unchanged from 1999. In the circumstances the new travel plan at Annex A proposes an approach that initially will promote the alternatives to use of the private car, in order to encourage behavioural change, before consideration is given to possible measures to discourage its use. Wherever possible the plan is aimed at all employees and councillors although it is recognised that not all sites operated by the council benefit from the same accessibility.
- 4.2 A new travel plan is required in order to –
- satisfy the requirements of any planning approval that will be associated with the District Council's future headquarters accommodation;
 - help to encourage an early change in the behaviour of employees with regard to travel in order to minimise disruption caused by any reduction in on-site parking provision at any site at a future date; and
 - demonstrate good practice and assist the Council to encourage other local employers to work with their employees to promote

increased use of the investment that is being made in alternative travel arrangements and to reduce congestion.

4.3 To be effective the travel plan must have the support of the employees and councillors whose behaviour it is seeking to change. The travel plan, therefore, has been prepared as a consultation draft and it is proposed that a three month period of consultation is allowed that will include seeking the views of:-

- individual employees
- individual councillors
- ELAG
- Employment Panel
- the Overview and Scrutiny Panels

4.4 The outcome of the consultation will be reported to Cabinet in July 2005.

5. RECOMMENDATIONS

5.1 Cabinet are recommended to –

- (a) approve the Travel Plan 2005 to 2010 for consultation;
- (b) approve the consultation arrangements set out in paragraph 4.3 of this report; and
- (c) subject to their decisions in respect of recommendation (a) and (b) to note that the outcome of the consultation will be reported to them in July 2005.

Background papers

Staff Travel Plan – Environmental Services Committee 1999
Travel-for-Work – Survey results 2004

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

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Travel Plan 2005-2010

Draft for Consultation

Version 4.0

Director of Operational Services
Huntingdonshire District Council
Pathfinder House
Huntingdon

What is a Travel Plan?

A travel plan is a package of measures and initiatives that aim to reduce the adverse impact of travel on the environment by providing employees and councillors, in the Council's case, with greater choice. This is done through –

- Promoting alternatives to the use of the private car for travel to and from work and business travel.
- Promoting alternatives, and possibly providing incentives, to discourage the use of private cars for journeys with a single occupant.
- Seeking to reduce the need to travel
- Managing car parking provision and allocation

Although focused on employees and councillors an indirect benefit of the Travel Plan is that it could be used to promote greater travel choice for the Council's customers making personal visits to offices and other facilities.

Why do we need a Travel Plan?

National transportation policy seeks to reduce congestion and improve travel choices. Planning policy requires a travel plan for all new development with significant employment content. The Council has a responsibility as a major employer to demonstrate good practice and as a local authority to provide community leadership by adopting a travel plan.

A successful travel plan will help to:

- Promote the image of the Council, its employees and members, as leaders in sustainable travel.
- Encourage employees to lead healthier lifestyles through cycling and walking more;
- Reduce traffic congestion, particularly during the rush hour;
- Reduce pollution associated with cars;
- Reduce the pressure on car parking at council sites; and
- Reduce reliance on the private car for business travel.

Issue	Outcome	Performance Measure
<p>1</p> <p>Walking</p> <p>Walking helps to reduce stress and increase fitness and should be a preferred mode of transport for employees living close to their place of work.</p> <p>Walking can be combined with public transport journeys for people living further away.</p>	<p>Employees who live less than two miles from their place of employment routinely walk to work.</p> <p>Employees incorporate a walk of at least 10 minutes duration as part of their journey to work.</p>	<p>1.1 20% of employees who live within two miles of their place of work complete the journey on foot at least once per week in 2006/07.</p> <p>1.2 40% of employees who live within two miles of their place of work complete the journey on foot at least once per week in 2007/08.</p> <p>1.3 1 in 5 journeys to work by employees during 2005/06 includes a walk of at least 10 minutes duration.</p> <p>1.4 20% of employees walk for at least 10 minutes as part of every journey to work during 2008/09.</p>
<p>2</p> <p>Cycling</p> <p>Cycling offers all the benefits of walking with the attraction of being able to travel greater distances as part of the journey to work.</p>	<p>Employees regularly cycle to work.</p>	<p>2.1 10% of employees cycle to work on at least one day per week during 2006/07 (annual average)</p>

	Issue	Outcome	Performance Measure
	<p>Cycling (cont'd)</p> <p>Cycling may be a convenient method of travel for business trips to locations close to an employee's main base.</p>	<p>Employees use cycles for business travel destinations not more than three miles from their main base if appropriate.</p>	<p>2.2 25% of employees cycle to work on at least one day per week during 2007/08 (annual average)</p> <p>2.3 Distance travelled by cycle for business purposes increases by 10% annually.</p>
<p>3</p>	<p>Public Transport</p> <p>Many employees live in towns or large villages within Cambridgeshire and Peterborough with regular buses into Huntingdon. Some have easy access to trains.</p> <p>Pathfinder House is very close to the bus and railway station in Huntingdon.</p>	<p>Employees use available public transport for travel to work.</p>	<p>3.1 5% of employees using public transport for travel to work on at least one day per week during 2005/06 (annual average)</p> <p>3.2 10% of employees using public transport as their principal means of travelling to work during 2007/08</p>
<p>4</p>	<p>Loan-Cars</p> <p>Employees have less need to travel into work in a private car if they are able to use an alternative to their own car for business travel.</p>	<p>Employees/Members have access to a loan-car for completing business trips.</p>	<p>4.1 Loan-car available for business use by March 2007.</p>

	Issue	Outcome	Performance Measure
	<p>Loan-Cars (cont'd)</p> <p>By providing a seven-seat vehicle a number of employees and/or councillors may travel together to meetings/events where this offers further economy.</p> <p>Ideally this would be dual-fuel vehicle, which could run on LPG fuel, producing lower emissions and if it were liveried to advertise this fact it would portray an effective message to the community about HDC's commitment to improving the environment.</p>		<p>4.2 Savings in mileage allowance payments on business mileage completed by loan-car in first full financial year of operation cover the cost of operating the vehicle.</p> <p>4.3 5% of total business mileage completed by loan-car(s) in 2010/11.</p>
5	<p>Car Sharing</p> <p>Employees sharing a car for their journey to work with colleagues or other people working in the locality can be a very effective way of reducing peak hour congestion and reducing parking problems. It can bring about direct cost savings and can provide an opportunity to socialise.</p>	<p>Corporate car sharing scheme implemented with priority parking for car sharers at all employment sites.</p> <p>Contingency arrangement in place to ensure that car sharers can get home in an emergency.</p>	<p>5.1 Corporate car sharing scheme adopted and implemented during 2006/07.</p> <p>5.2 25% of employees participating in corporate car sharing scheme on at least two days per week during 2008/09.</p>

	Issue	Outcome	Performance Measure
	<p>Car Sharing (cont'd)</p> <p>The intranet already has a car share register whereby employees can search to find suitable car sharers in their area or register an interest in finding a car sharer.</p> <p>Employees may be concerned about having to get home in an emergency, to care for a sick child for example.</p>		
<p>6</p>	<p>More flexible Working Week</p> <p>Use of the flexi-time system to work a nine-day fortnight will deliver a 10% reduction in travel. The longer working day implicit in this (approximately 8.25 hours) may assist with providing extended public access linked to the Customer First project.</p>	<p>Employees work a nine-day fortnight or work at home on the tenth day.</p>	<p>6.1 Two service areas undertake a trial for a period of six months</p> <p>6.2 Evaluation completed and the outcome reported to Cabinet by 31 September 2006.</p>
<p>7</p>	<p>Car Parking</p> <p>The Council currently is unable to provide on-site parking for all employees at its headquarters. Any replacement headquarters building is likely, due to nationally imposed constraints, to have even less on-site parking.</p>	<p>Allocation of on-site and off-site spaces at Pathfinder House and Castle Hill House to be in accordance with an agreed scheme of priorities.</p>	<p>7.1 Implement scheme of car parking priorities by October 2006.</p>

	Issue	Outcome	Performance Measure
	<p>Car Parking (cont'd)</p> <p>It is important, therefore, prior to occupying any new premises that the Council determines how it will allocate the on-site parking balancing business need and employee welfare considerations.</p>		
8	<p>Reduced Business Mileage</p> <p>Increased use of existing and emerging technologies and alternative travel modes may allow business mileage to be reduced. Employees should be encouraged to review their working arrangements to seek to minimise the need for business travel by car.</p>	<p>Business mileage travelled by private car reduced.</p>	<p>8.1 Business mileage travelled by private car in 2008/09 not more than that travelled in 2004/05.</p> <p>8.2 Business mileage travelled by private car in 2009/10 not more than 90% of that travelled in 2004/05.</p>
9	<p>Working at Home</p> <p>The technology now is available to allow many of the functions traditionally performed at the office to be performed at home. Increased use of home working can benefit both the Council (in terms of reduced demand for office accommodation) and the employee (in terms of work/life balance).</p>	<p>Reduced travel to work.</p>	<p>9.1 2% of home-to-work journeys saved in 2006/07.</p> <p>9.2 5% of home-to-work journeys saved in 2009/10</p>

	Issue	Outcome	Performance Measure
	<p>Working at Home (cont'd)</p> <p>It can also make a significant contribution to reducing travel to and from work.</p>		
10	<p>Benefits and Incentives</p> <p>Re-location allowances, car leasing schemes and mileage rates could all potentially be used to encourage shorter commuting distances and the use of vehicles with lower emissions.</p>	<p>Benefits and incentives encourage employees to reduce travel and use lower emission private cars.</p>	<p>10.1 Review of benefits and incentives completed by March 2006</p>
11	<p>Increased awareness of Travel Choices</p> <p>The Council and other public authorities are making substantial investment in improving the quality of the alternatives to the private car. These need to be actively promoted to ensure that employees are aware of the available choices.</p>	<p>Council employees aware of available travel choices .</p>	<p>11.1 10% of staff annually participate in at least one relevant national promotional activities (e.g. 'Bike to Work Week' and 'In town without my car day')</p> <p>11.2 75% of staff consider themselves well informed with regard to the travel choices available to them.</p>

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CABINET

24 FEBRUARY 2005

SUPPORTING PEOPLE STRATEGY 2005 - 2010 (Report by the Head of Housing Services)

1. PURPOSE OF REPORT

- 1.1 For Cabinet to consider endorsing the updated Supporting People Strategy covering the period 2005 – 2010 (Annex 2); and to note the projected decrease in Government funding.

2. BACKGROUND REPORT

- 2.1 Supporting People is a revenue funding stream that pays for housing related support services. Examples include the warden in sheltered housing, support workers in schemes for adults with learning disabilities, mental health problems and homeless people, amongst others. Home Improvement Agencies also receive a small amount of funding.
- 2.2 The budget within Cambridgeshire is £13.5m and all of this is committed to existing schemes. There is a decision making structure made up of statutory partners from health, housing, social care and probation. The Executive Councillor for Housing Strategy and Young People represents the Council on the Joint Member Group.
- 2.3 It is a requirement that a Strategy be produced that sets out how the partnership plans to administer Supporting People within Cambridgeshire. This includes how existing schemes will be reviewed, how growth will be managed for certain groups, how partners and service users can be involved and most importantly, how the Government imposed reductions in grant will be managed. As all existing resources pay for much-needed schemes for vulnerable people this is a challenging programme.
- 2.4 The first Supporting People Strategy was evaluated by ODPM and rated as 'Good'. Nationally, 21 strategies were rated as excellent, 49 as good, 53 as fair and 26 as poor.
- 2.5 The Audit Commission carried out an inspection of the programme at the end of January 2003. Cambridgeshire was one of four authorities invited to take part in pilot inspections. The inspection found that Supporting People in Cambridgeshire was a good, two-star service that had promising prospects for improvement. They identified a number of practical pointers for further improvement and the action plan for tackling these was included in the updated Strategy. The next formal inspection in Cambridgeshire will take place in autumn 2005.
- 2.6 The next Supporting People Strategy has to be with the ODPM by 31 March 2005.
- 2.7 The Overview and Scrutiny Panel (Service Delivery and Resources), at its meeting held on 2 November 2004, considered the Supporting People Strategy. The Strategy had been finalised without the benefit of future financial information from the government. The Panel, having

reviewed the gap analysis contained in the Strategy, urged Councillor Mrs P Longford to encourage the Cabinet to meet as many of the needs identified as possible. It was resolved that the contents of the report be noted.

- 2.8 The changes made to the current strategy (2005-10) from the previous strategy (2003-08) are shown in the Strategy in italics. There remains to be a small number of paragraphs still to be added to the Strategy and some factual appendices.

3. PROGRESS ON DEVELOPING THE STRATEGY

- 3.1 The Strategy has been developed through consultation with partners. The key developments in the new strategy are:

(a) **a new vision statement**

The Commissioning Body agreed that the existing vision statement (para 1.3.3 of the July 2003 Strategy) needed to be revised to make it briefer, more aspirational, better connected to wider housing, community development and social inclusion agendas, and in plainer English. Proposals were sought from the Supporting People partnership over the summer, and the current proposal was tested out with housing providers at the Provider Forum on 10 September. It has been generally well-received.

The proposal is:

To improve quality of life and well-being by ensuring housing and housing support is available that reduces risk and enables vulnerable people to live as full a life as possible.

This will require all partners to work together, and with communities, to develop preventive services, anticipate and avert crises, and support people to maintain or regain their independence in those ways that best meet needs.

(b) **provider efficiency savings for 2005/06**

In addition to a budget savings requirement on providers who were "windfall gainers" in 2003/04, the Joint Member Group agreed in December 2003 that all providers should be asked to consider the scope for recurrent 2% efficiency savings from 2005/06. All providers were notified by 1 October so that the option to implement them from 1 April 2005 can be exercised, given the six-month notice clause in the contracts. This clause is being implemented.

(c) **implementation of reviews** (see Appendix 6 of the Strategy)

Five reviews were undertaken in 2003/04:

- ◆ Home Improvement Agencies. This is now well into the process of implementation. A core specification has been agreed and will be introduced from 1 April 2005. This will ensure a more consistent standard of service across the county. A funding sub-group will also be bringing forward

proposals on the resource implications of this core specification (issues of equity, and revenue and capital consequences for various partner agencies).

- ◆ BVR of sheltered housing. The implementation plan has been agreed and is now being further developed.
- ◆ Offenders, teenage parents and young people at risk. These reviews have been considered by the Commissioning Body and action plans for implementation are now being developed.

(d) **priority client-groups**

There are four of these: older people, offenders, young people at risk and mental health. These determined the order in which reviews were undertaken. The adult mental health review is well underway and is due to report in the spring of 2005.

(e) **user and carer involvement**

This was raised as a prominent issue at the time of the pilot inspection. Service providers believe that there is already widespread consultation with users and carers in Cambridgeshire and a range of innovative approaches are in place to consult them and listen to their views on service delivery issues. It was agreed that providers would share best practice in this area. User involvement is integral to Supporting People service reviews. Consultation on the Strategy with partners is well developed and exiting provider arrangements will be used to consult in a more meaningful way on the Strategy with users.

(f) **Revised priorities for change**

These are detailed in section 9 of the Strategy, covering the period 2005/06 to 2007/08.

3.2 The Strategy, as in previous years, identifies a number challenges. A revised list of challenges is set out in section 3.2 of the Strategy. These challenges include:

- (a) The scope for pooling budgets across health, housing, social care and Supporting People to optimise impact. The Joint Member Group and Commissioning Body have endorsed this principle. This is included as Appendix 8 to the Strategy, but requires further discussion by the commissioning agencies before it is tested with all partners to Supporting People.
- (b) the cash limited nature of the budget, £13.5m in Cambridgeshire, but with efficiency savings imposed by ODPM of 2.5% in both 2003/04 and 2004/05, and 5.9% for 05/06, and 5% forecast for the next few years. All without an allowance for inflation.
- (c) population growth in the county, with possibly another 75,000 people by 2016.

4. FUTURE FUNDING

- 4.1 The government has announced that the national budget will be reduced from £1.8bn in the current year to £1.72bn in 2005/06, and to £1.7bn in the two subsequent years.
- 4.2 The Government is to adopt a financial distribution formula. The allocation for 2005/06 is being based on the indicative results of the formula despite the final consultation on the formula having not yet taken place. Representations have been made on earlier drafts of the formula.
- 4.3 The Government has stated that authorities with greater than 5% reductions will receive longer term cuts under the formula but that reductions will be capped at 5% for 2006/07 and 2007/08. One version of the formula indicates that Cambridgeshire will receive as much as 37% reduction in allocation, based on the first year of operation (03/04). The actual and potential affect on the grant receivable is shown below.

Year	Notional Budget	Reductions		Actual/ Forecast Grant
	£,000	£,000	%	£,000
03/04	13,507	214	1.58	13,293
04/05	13,668	342	2.5	13,326
05/06	13,326	784	5.9	12,542
06/07	12,542	627	5.0 (A)	11,915
07/08	11,915	596	5.0 (A)	11,319
08/09	11,319	566	5.0 (A)	10,753
09/10	10,753	538	5.0 (A)	10,215
10/11	10,215	511	5.0 (A)	9,704

(A) = assumed

- 4.4 No allowance for inflation has been given to date and it has been assumed that this will prevail. A chart illustrating this graphically, including the loss of inflation allowance (assumed at 2.5%), is included at Annex A.
- 4.5 The current required savings to the budget cannot be matched currently from efficiency savings from service reviews. This coupled with the potential reductions to the budgets in future years will require cut backs in service provision rather than the growth that is needed. Growth in priority services, if any, will have to be funded from additional savings, which will need to be identified.
- 4.6 A range of measures has already taken place in an attempt to achieve the level of saving required to date. However, there continued to be a shortfall. The county council indicated that they will contribute £411,000 towards this shortfall and has asked that the city and district councils also consider making a contribution. However, subsequent rescheduling of when some pipeline schemes require funding now means that, with the county council funding, the budget for 2005/06 should be sufficient. There continues to be a significant shortfall in the budget for 2006/07

onwards against a current expenditure of £13,040k (04/05), which is forecast to rise to £13,812k by 06/07.

- 4.7 The projected savings required over the next few years will require a fundamental review of the way services are provided, a review of the relative costs of like services and a review of the eligibility criteria for clients to access these services. This task is large and will need to commence in the current year to achieve the required level of savings to match future budgets. However, the lead in time to remodel or decommission schemes and services following the review, bearing in mind that schemes are currently occupied, will probably mean that savings will not be made in the timescales required to match budget reductions.
- 4.8 Administering authorities also receive an administration grant from Government. This grant to Cambridgeshire has been reduced by 15.7%, £487,971 (04/05) to £411,525 (05/06). This reduction is less than many other administering authorities.
- 4.9 The consequences of budget reductions on schemes serving residents of Huntingdonshire with any options will be reported to a future meeting of Cabinet.

5. CONCLUSIONS

- 5.1 The Strategy has been updated and needs approval. The budget is cash limited and the government imposed efficiency saving for the last two years without an increase for inflation. A 5.9% reduction is being imposed for 05/06 and the government is forecasting reductions of 5% for 06/07 and 07/08 in addition to making no provision for inflation. This is set against a necessity to address increasing need and population growth. .
- 5.2 The County Council has requested that authorities consider a contribution towards budget shortfalls but the immediate funding pressure for 2005/06 has now reduced. A comprehensive review of schemes and services will be required in the year ahead to keep future years' spend in line with projected budgets. The consequences of budget reductions and any options will be reported to a future meeting of Cabinet.
- 5.3 The Strategy has been formally considered and endorsed by all commissioning agencies in the Cambridgeshire partnership: the County Council, the other four District Councils, the Probation Service and Primary Care Trusts.

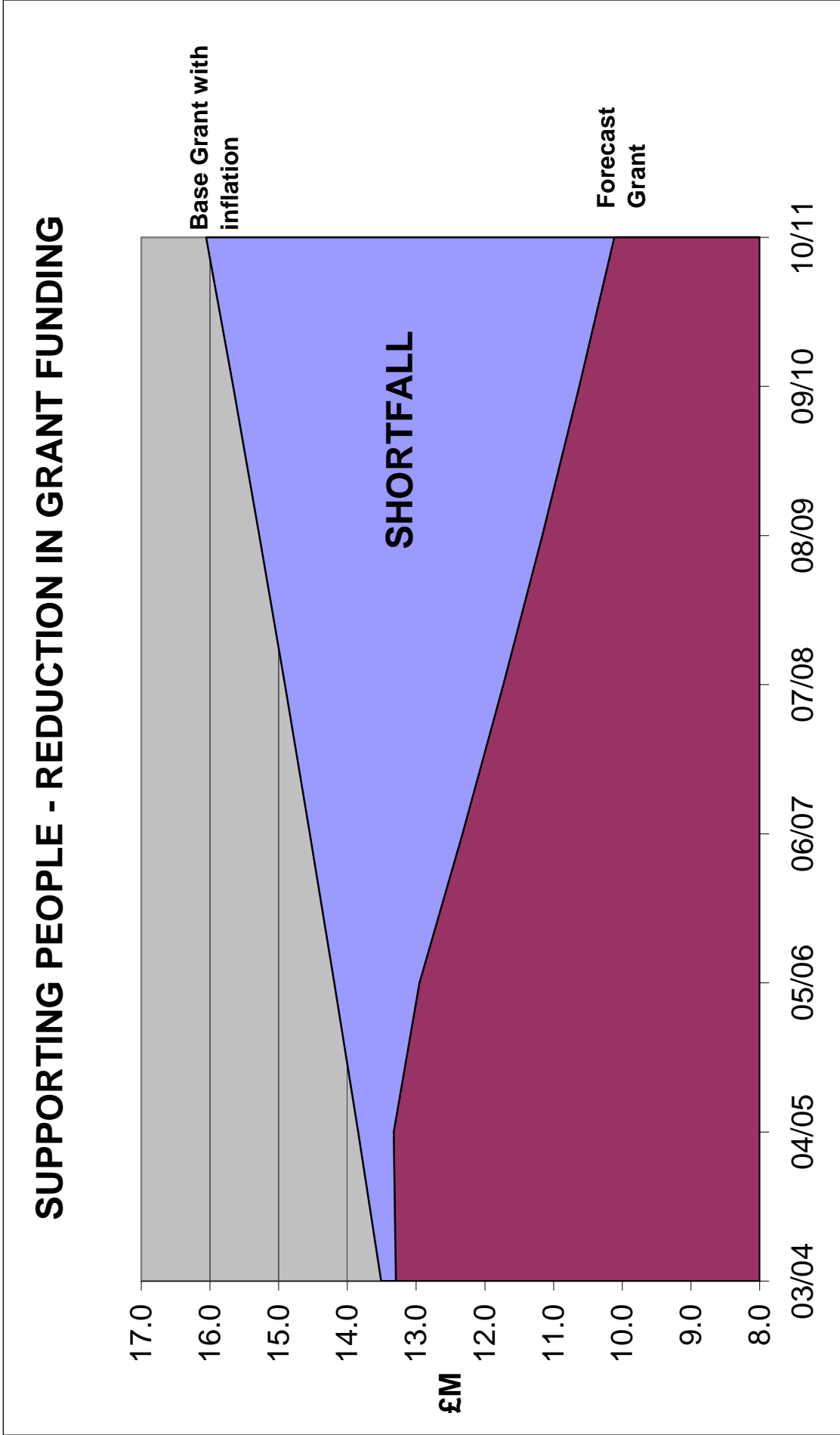
6. RECOMMENDATION

- 6.1 It is recommended that Cabinet:
- (a) endorse the updated Supporting People Strategy for the period 2005 –2010; and
 - (b) note the Supporting People resource allocation for Cambridgeshire for 2005/06 and the projected reductions to budgets.

BACKGROUND INFORMATION

Supporting People Strategy 2003 - 2008, 2005 -10.
Agendas and Minutes of Commissioning Body and Joint Member Group for
Supporting People in Cambridgeshire.

Contact Officer: Mr S Plant, Head of Housing Services
☎ (01480) 388240



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CABINET

24 FEBRUARY 2005

COUNCIL FUNDING OF MANDATORY DISABLED FACILITIES GRANTS (Report by the Head of Housing Services)

1. PURPOSE OF REPORT

- 1.1 This report informs Cabinet of the take up of DFGs in the first, second and third quarters of 2004/05.
- 1.2 It also advises Cabinet of the Government's contribution towards the funding of DFGs in 2005/06.

2. BACKGROUND INFORMATION

- 2.1 The Council must award a DFG for work to achieve one or more of a set of purposes defined by statute. DFGs are awarded on the recommendation of an Occupational Therapist (OT) and funds aids and adaptations like ramps, stair lifts and level access showers. DFGs enable elderly and disabled people to live independently and therefore contribute towards the quality of life for vulnerable people. The Council must be satisfied that a DFG is necessary and appropriate and that to carry it out is reasonable and practicable. The Council is, therefore, expected and required to set a budget that can cope with the likely level of demand placed upon it.
- 2.2 Until the end of 2003/04, the Government reimbursed 60% of total expenditure on DFGs without limitation. For 2004/05 they changed the arrangements and announced that they will fund 60% of DFGs up to a limit of £332k. The Government has recently announced allocations for 2005/06 and has allocated a maximum of £327k to contribute towards DFGs in Huntingdonshire. Clearly the Government's allocation does not reflect the true demand for DFGs and their financial contribution is inadequate to resource a mandatory grant scheme.
- 2.3 The Government are currently undertaking an internal review of the DFG framework which will then be released for consultation.
- 2.4 The demand for DFGs has been increasing in recent years:

	2001/02	2002/03	2003/04
No. of DFGs completed	120	131	210
Total expenditure on DFGs	£587k	£706k	£1,010k

- 2.5 The demand for DFGs increased substantially towards the end of 2003/04 as a result of the OT team reducing their backlog. In April 2004, the OTs confirmed that their backlog was cleared and they estimated that the Council would receive approximately 20 new DFG applications every month in 2004/05.
- 2.5 At their meeting on 22 April 2004, Cabinet considered the rising demand for Disabled Facilities Grants (DFGs) and the implications of the Government's decision to cap their financial contribution towards the cost of DFGs.

Cabinet decided that DFGs should be dealt with as expeditiously as possible and that quarterly monitoring reports be produced.

- 2.6 At their meeting on 2 September Cabinet considered the position following the first quarter of 2004/05 and agreed a supplementary capital estimate of £492k to allow the estimated volumes to be funded through to the end of December. This brought the budget up to £1,144k. Cabinet increased this further at their meeting on 25 November when an additional supplementary capital estimate of £222k was approved to enable DFGs to be paid up until then end of the financial year. This brought the budget up to £1,366k.

3. IMPLICATIONS

- 3.1 The waiting time for an OT assessment currently stands at 17 weeks. The Head of the OT Team has predicted that 31 OT referrals should be expected per month. This seems to be holding true.
- 3.2 In the third quarter of 2004/05, 100 new referrals have been received from the Occupational Therapist team. 61 DFGs were completed and a further 38 were cancelled (usually as a result of excessive personal contribution following the mandatory financial means test).
- 3.3 Each DFG costs £5k on average.
- 3.4 DFGs take approximately six months from the date of the receipt of the OT referral to completion and payment so referrals received in quarter 1 are paid in quarter 3.
- 3.5 The previously approved supplementary capital estimate that brought the budget up to £1,366k to fund DFGs up to the end of the financial year is likely to be sufficient to enable DFGs to be paid upon completion.
- 3.6 Annex 1 sets out the expected total demand and cost of DFGs for 2004/05.

4. CONCLUSIONS

- 4.1 A total of 184 DFGs have been completed so far in 2004/05. These have cost £993k.
- 4.2 It is projected that the Council will complete 254 DFGs in total this year and the budget of £1,366k will be spent.
- 4.3 The MTP, which Cabinet has recommended to Council, includes provision for £1,200k in 2005/06 and succeeding years, to meet the future predicted demand for DFGs.

5. RECOMMENDATION

- 5.1 It is recommended that Cabinet:
- a) note the report;
 - b) accept a further monitoring report in April setting out the position to the end of the financial year.

BACKGROUND INFORMATION

- Letters from Head of Housing at Government Office for the Eastern Region dated 16 February 2004; and 5 January 2005.
- Cabinet reports dated 22 April 2004; 2 September 2004; and 25 November 2004.

Contact Officer: Jo Barrett, Housing Strategy Manager

☎ (01480) 388203

Annex 1

Number of DFG cases predicted in 2004/05

	Q1 actual	Q2 actual	Q3 actual	Q4 predicted
OT referrals in the pipeline	140	143	109	110
New OT referrals received	79	106	100	93
DFGs completed	54	69	61	70
DFGs Cancelled	43	35	38	30

Cost of DFG cases in 2004/05

	Q1 actual £,000	Q2 actual £,000	Q3 actual £,000	Q4 predicted £,000
Cumulative cost of completions	304	641	993	1,366
Funding available				
Original Budget				652
Supplementary Estimates:				
• 2 nd September				492
• 25 th November				222
Total				1,366

CABINET

24 FEBRUARY 2005

**WORKING WITH THE HSC AND HSE TO CHANGE ATTITUDES AND
CULTURE IN HEALTH AND SAFETY ENFORCEMENT
(Report by Head of Environmental Health Services)**

1. INTRODUCTION

- 1.1 The purpose of this report is to seek Cabinet endorsement of the statement of intent for the 'Local Authorities (LAs) and Health and Safety Executive (HSE) Working Together' Strategic Programme. Also to seek Cabinet approval for the Portfolio Holder for Public Health and Community Safety (or her nominee) to sign a copy of the Statement of Intent, on behalf of Huntingdonshire District Council, at a regional event to promote the initiative.

2. BACKGROUND INFORMATION

- 2.1 The first meeting of the steering group of the 'Local Authorities and HSE Working Together' Strategic Programme took place in July 2004. The group agreed a 'statement of intent' setting out both local government's and the HSE's commitment to working together to deliver the Programme's aims.
- 2.2 The Strategic Programme is just one of the initiatives established to deliver the Health and Safety Commission's (HSC's) Strategy for workplace health and safety in Great Britain to 2010 and beyond. The HSE and LAs are the HSC's enforcing authorities. The HSC has the intention of giving "much greater recognition to the essential role of LAs in improving workplace health and safety for millions of workers".
- 2.3 The Programme vision is of LAs and HSE working jointly and in partnership, locally, regionally and nationally to a common set of goals and standards, committed to focusing resources on agreed health and safety priorities.
- 2.4 The HSC has asked HSE and LAs to establish a Strategic Programme that will deliver the detailed arrangements for working together in an effective partnership. The detailed arrangements should be clear by the end of 2005.
- 2.5 The joint 'statement of intent' was agreed by the HSC, HSE and local authority representative bodies in July 2004. The statement sets out the high level commitments, which provide the framework of objectives for the Strategic Programme and achievement of the vision. In endorsing this 'statement of intent' Huntingdonshire District Council are affirming their commitment to the seven elements of the 'Statement of Intent'. The 'Statement of Intent' is appended to this report.

3. IMPLICATIONS

- 3.1 There are no direct financial implications arising from endorsement of the 'Statement of Intent'. This Programme is centred on new ways of working rather than demand for resources. Staff

requirements for all of the Health and Safety Inspection Programme, including any partnership working, will be included in the annual 'Health and Safety Service Plan' as usual.

- 3.2 A 'Health and Safety Service Plan' is produced each April. This plan is brought before Huntingdonshire District Council's Cabinet for approval each year. The next Service Plan will set out how the Council will fulfill its statutory duty within the financial year 2005/6 and detail the priorities, aims and objectives for the enforcement of health and safety along with the resources, mechanisms and arrangements for ensuring the effective delivery of the service. The plan for 2005-6 will be the fourth of this type. If the 'Statement of Intent' is endorsed officers will ensure that the priorities, aims and objectives of the service plan are in accord with those of the HSC and contribute to the Council's commitments.

4. CONCLUSION

- 4.1 The 'Statement of Intent' was agreed by the HSC, HSE and local authority representative bodies in July 2004. The vision is that we should be working jointly and in partnership, locally, regionally and nationally to a common set of goals and standards, committed to focusing resources on agreed health and safety priorities. By endorsing the 'Statement of Intent' the Council is committed to working towards the vision. The actions arising from such a commitment would be incorporated in the next 'Health and Safety Service Plan'.

5. RECOMMENDATIONS

- 5.1 **It is recommended that Cabinet endorses the statement of intent for the 'Local Authorities (LAs) and Health and Safety Executive (HSE) Working Together' Strategic Programme.**
- 5.2 **It is recommended that the Portfolio Holder for Public Health and Community Safety (or her nominee) be authorised to sign a copy of the Statement of Intent, on behalf of Huntingdonshire District Council, at a regional event to promote the initiative.**

BACKGROUND INFORMATION

Health and Safety at Work, etc Act 1974
"Strategy for Workplace Health and Safety in Great Britain to 2010 and Beyond";
HSC. www.hse.gov.uk
"Local Authorities and HSE Working Together"
www.hse.gov.uk/lau/strategic.htm
Service Plan for Health and Safety Enforcement 2004-5: presented at the Licensing and Protection Panel on 12th May 2004 and endorsed in July 2004

Contact Officer: Andy Agass, Commercial Services Manager
☎ 01480 388 292

Statement of Intent

This joint statement of intent, agreed by HSC, HSE and local authority representative bodies in July 2004, sets out the high-level commitments which provide the framework of objectives for the Strategic Programme and achievement of the vision

We are committed to:

- 1 Developing an effective and coherent partnership between HSE and LAs, based on the principle of making the best use of their respective strengths, and applying collective resources in the best way to tackle national, regional and local priorities for health and safety.**

There is no lasting logic to the current division of enforcement responsibility between HSE and LAs and their ways of working, which do not capture the full potential of HSE and LAs to work together. HSE and LAs will work in a closer partnership based on a mutual understanding of their respective strengths and the value of local and central interventions. Joint working will reflect the HSC's overall strategy and contribute to relevant local strategic objectives such as those for healthy communities.

As a start, to exemplify this new partnership approach, HSE and LAs will build on and publicise current examples of best practice.

- 2 A joint approach to developing the arrangements to deliver these commitments.**

The HSC will engage LA elected members with the Programme and aim to secure their support for its strategic objectives for health and safety.

The Programme will be overseen by a Steering Group that has members from HSC and elected member nominees from the LA Associations of England, Wales and Scotland. A joint HSE and LA board (officials and officers) will lead the detailed work and the Programme team will be jointly staffed. The input of HSE and LA staff to the Programme is essential to developing practical proposals which meet national, regional and local needs.

- 3 Improving communications between HSC, HSE and LAs to ensure, in particular, that LAs and their representative organisations are adequately involved in the development of policy advice to the HSC, and in the planning and delivery of the operational activities which carry them into effect.**

This will require a change of attitudes and culture to ensure that LAs are able to effectively contribute in a timely manner and their interests are seen as an important and necessary consideration in HSC's and HSE's work.

- 4 Providing information, guidance and support to enforcing authorities equitably.**

We are aiming to move quickly to better ways of sharing the guidance that supports the day-to-day work of enforcing authorities and their staff. We will also

develop systems for sharing training and information, and for access to expertise and specialist resources.

5 Examining and adapting as necessary the institutions and legal framework which currently underpin the relationship between HSC, HSE and LAs.

We will revisit the effectiveness and value of all our supporting institutions to ensure that they are fit for purpose to deliver our new aspirations, including completion of the current review of the HSE/LA Enforcement Liaison Committee (HELA). In particular we need to consider how we can deliver effective governance of the partnership at local and regional level, with the support of LAs' elected members. HSE will aim to put in place a locally-based framework of staff support and other necessary resources for the partnership, and to review the role of HSE's existing Enforcement Liaison Officer network. We also recognise that the Enforcing Authority Regulations may need to be amended or replaced in order to support new ways of working. But our approach will be first to determine how the partnership can best work, and only then to see what changes are needed to the legal framework to enable this to happen.

6 Developing arrangements for monitoring and auditing the work of the enforcing authorities which properly reflect the status of HSE and LAs as partners.

We wish to see arrangements for overseeing the performance of HSE and LAs which are applied equitably to the work of both partners in the new relationship. In taking this forward we will seek and take account of the views of the Audit Commission and other central and devolved government interests in accountability.

7 Contributing effectively to current and future initiatives to improve the consistency and coordination of central and devolved government requirements which impact on regulatory services, in the context of expectations, priorities, minimum standards, monitoring and intervention.

We are committed to working with others to ensure a joined-up approach that helps to support the enforcing authorities and their drive for improvement. The aim is to promote a consistent approach by different government departments that have an interest in LAs and their responsibilities for delivering regulatory services. We will follow the principles established in accordance with the Enforcement Concordat and which are reflected in HSC's Enforcement Policy Statement.

CABINET

24 FEBRUARY 2005

TREASURY MANAGEMENT INVESTMENT PERFORMANCE (Report by the Head of Financial Services)

1. INTRODUCTION

- 1.1. This report comments on the performance of the fund from April to December 2004. At 31 December 2004 the Fund Managers were managing £78m of the Council's funds: £29m with Investec, £29m with Alliance Capital and £20m with CDCM.

2. PERFORMANCE SUMMARY

- 2.1. Annex A provides comparative tables showing investment returns over various periods.

2.2. **October to December 2004**

Investec and Alliance took a cautious approach to the structure of their portfolios during this quarter due to the general uncertainties about economies, currencies and interest rates around the world. This has resulted in a modest underperformance against the benchmark for the third quarter. CDCM continued to perform above their benchmark due to the high yields still being achieved on long-term deposits negotiated in the past. All our Fund Managers were above the industry average.

2.2 **April to December 2004**

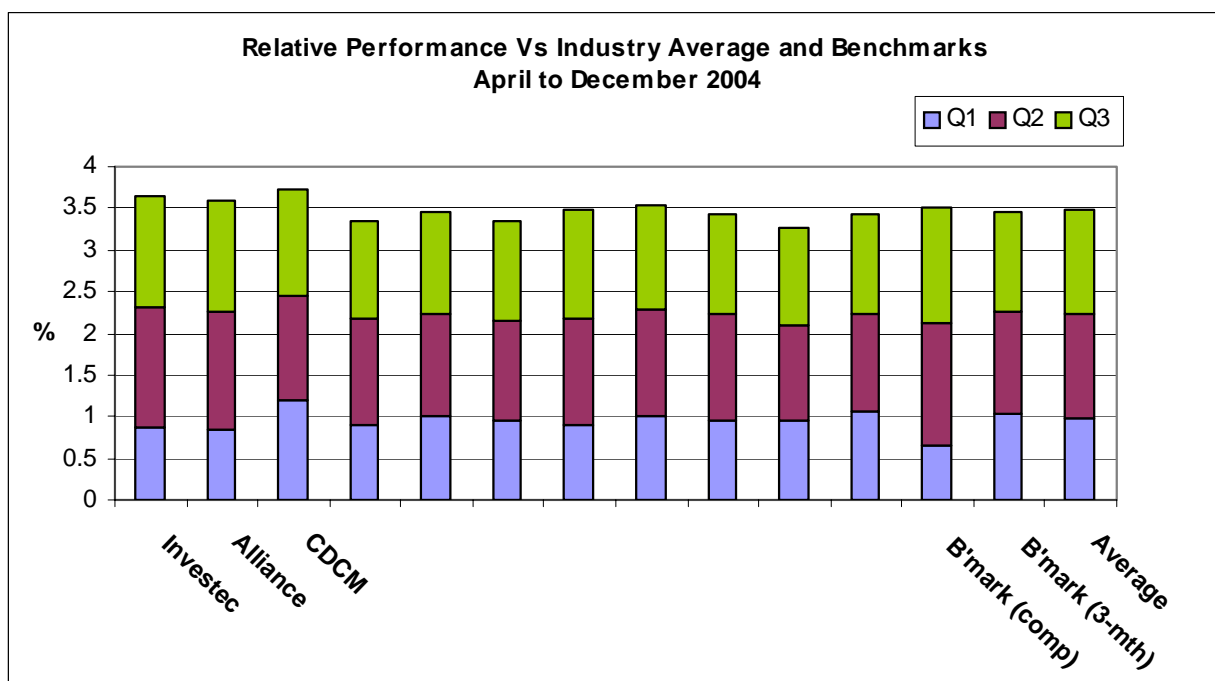
For the period April to December 2004 all three Fund Managers have exceeded both the benchmark and the industry average. CDCM have produced the best actual return but Investec are not far behind

2.3 **Since start of new mandates (July/August 2000)**

The Authority appointed the three Fund Managers and gave them new mandates over four years ago. In that time they have all exceeded their benchmarks and the industry average. Overall returns are very similar but CDCM continues to be the best performer which is impressive given their narrower range of investment types.

3. PERFORMANCE V. INDUSTRY

- 3.1 Most of the Fund Managers in the industry will have a portfolio that includes gilts and cash. The graph below shows that each of our Managers beat the industry average.



4. PERFORMANCE AGAINST BUDGET

4.1 The performance of the funds for the period April to December 2004, combined with the fund managers' projections for the remainder of the year, indicate that investment interest will exceed the budget by an estimated £600k. This is due to better returns and funds not having to be returned as soon as expected.

5. RECOMMENDATIONS

5.1 It is recommended that Cabinet note this report.

BACKGROUND PAPERS

Working papers in Financial Services

CONTACT OFFICER

Steve Couper – Head of Financial Services Tel. 01480 388103

PERFORMANCE FOR THE QUARTER OCTOBER 2004 – DECEMBER 2004					
	Performance %	HDC Benchmark %	Industry Average %	Variation from	
				HDC Benchmark %	Industry average %
Investec	1.35	1.42*	1.25	-0.07	+0.10
Alliance	1.33	1.42*	1.25	-0.09	+0.08
CDCM	1.28	1.2**	1.25	+0.08	+0.03

PERFORMANCE FOR THE YEAR APRIL 2004 – DECEMBER 2004					
	Performance %	HDC Benchmark %	Industry Average %	Variation from	
				HDC Benchmark %	Industry average %
Investec	3.69	3.55*	3.45	+0.14	+0.24
Alliance	3.63	3.55*	3.45	+0.08	+0.18
CDCM	3.72	3.51**	3.45	+0.21	+0.27

CUMULATIVE PERFORMANCE SINCE JULY 2000					
	Performance %	HDC Benchmark %	Industry Average %	Variation from	
				HDC Benchmark %	Industry average %
Investec	24.40	24.14	22.55	+0.26	+1.85
Alliance #	24.49	23.56	21.93	+0.93	+2.56
CDCM	24.58	21.84	22.55	+2.74	+2.03

The mandate with Alliance Capital started in August 2000

* Composite of 60% Merrill Lynch 3 month LIBID (London Inter-Bank Bid Rate) and 40% ML 0-5yr Gilt Index.

** 3 month LIBID

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By virtue of paragraph(s) 9 of Part 1 of Schedule 12A of the Local Government Act 1972.

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