

NOTICE IS HEREBY GIVEN that a meeting of **HUNTINGDONSHIRE DISTRICT COUNCIL** will be held in the **COUNCIL CHAMBER, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **WEDNESDAY, 16 FEBRUARY 2005** at **2:30 PM** and you are requested to attend for the transaction of the following business:-

## **A G E N D A**

### **APOLOGIES**

**1. PRAYER**

Canon Richard Longfoot, Rural Dean of Yaxley will open the meeting with prayer.

**2. CHAIRMAN'S ANNOUNCEMENTS**

**3. MINUTES** (Pages 1 - 2)

To approve as a correct record the Minutes of the Special Meeting of the Council held on 20<sup>th</sup> December 2004.

**4. BUDGET AND MEDIUM TERM PLAN 2006-2010** (Pages 3 - 66)

Following an introduction by the Executive Councillor for Finance, the Council is requested to consider the Cabinet's recommendations relating to the Medium Term Plan for 2006/10, the 2005/06 Budget and related Prudential Indicators (*see also Item No. 117 of the Report of the meeting of the Cabinet*). Report by the Director of Commerce and Technology enclosed.

**5. COUNCIL TAX 2005/06** (Pages 67 - 72)

In accordance with Section 30 (2) of the Local Government Finance Act 1992 to consider draft resolutions as to the levels of Council Tax in 2005/06 for the various parts of Huntingdonshire District.

A report by the Director of Commerce and Technology is enclosed.

**6. A14 - PROPOSALS FOR UPGRADE: BRAMPTON HUT TO FEN DITTON**

Councillor N J Guyatt, Executive Councillor for Planning Strategy to address the Council.

**7. REPORTS OF THE CABINET, PANELS AND COMMITTEE**

(a) **Cabinet** (Pages 73 - 92)

(b) **Standards** (Pages 93 - 94)

(c) **Overview and Scrutiny Panel (Planning and Finance)**  
(Pages 95 - 98)

(d) **Overview and Scrutiny Panel (Service Delivery and Resources)** (Pages 99 - 102)

- (e) **Development Control Panel (Pages 103 - 104)**
- (f) **Employment Panel (Pages 105 - 106)**
- (g) **Corporate Governance Panel (Pages 107 - 108)**
- (h) **Licensing and Protection Panel (Pages 109 - 110)**
- (i) **Licensing Committee (Pages 111 - 114)**

## **8. MEMBERSHIP OF COMMITTEES/PANELS**

To invite the Leader of the Liberal Democrat Group to propose a variation to the membership of the Development Control Panel.

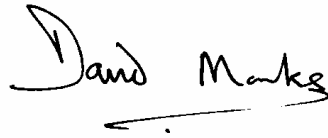
## **9. ORAL QUESTIONS**

In accordance with the Council Procedure Rules (Section 8.3) of the Council's Constitution to receive oral questions from Members of the Council.

## **10. LOCAL GOVERNMENT ACT 1972: SECTION 85**

The Chief Executive to report on absences of Members from meetings.

Dated this 8th day of February 2005



Chief Executive

Please contact Christine Deller, Democratic Services Manager, Tel No 01480 388007/e-mail: Christine.Deller@huntingdon.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 the Council.

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 large text or an audio version of Agenda/Minutes/Reports please contact the Democratic Services Manager and we will try to accommodate your needs.

আপনি যদি এই লিখিত তথ্যের (ডকুমেন্ট) একটি অনুবাদ, একটি বড় অক্ষরে লেখা সংস্করণ অথবা একটি শব্দ যোগ্য (অডিও) সংস্করণ চান, তবে অনুগ্রহ করে আমাদের সঙ্গে ০১৪৮০ ৩৮৮০০৭ নম্বরে যোগাযোগ করুন এবং আমরা আপনার প্রয়োজন মেটাতে চেষ্টা করব।



這份文件，若你想得到一份譯文版、一份字體大的版本或錄音版，請電 01480 388007 與我們聯絡，我們將會盡力來迎合閣下的需要。

اگر آپ کو اس دستاویز کا ترجمہ بڑے الفاظ میں یا آڈیو ٹیپ پر درکار ہو تو برائے مہربانی ہم سے 01480 388007 پر رابطہ کریں،  
ہم آپ کی ضروریات پوری کرنے کیلئے اپنی طرف سے مکمل کوشش کریں گے

# Agenda Item 3

## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the Special Meeting of the COUNCIL held in the Council Chamber, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Monday, 20 December 2004.

PRESENT: Councillor J A P Eddy - Chairman

Councillors M G Baker, Mrs M Banjeree, I C Bates, J T Bell, Mrs B E Boddington, P L E Bucknell, E R Butler, Mrs J Chandler, R L Clarke, W T Clough, S J Criswell, J W Davies, P J Downes, J J Dutton, J D Fell, J E Garner, D A Giles, J A Gray, N J Guyatt, A Hansard, D Harty, D P Holley, C R Hyams, Mrs P J Longford, Mrs S A Menczer, P G Mitchell, I R Muir, M F Newman, R Powell, Mrs D C Reynolds, K Reynolds, T V Rogers, J M Sadler, T D Sanderson, L M Simpson, C J Stephens, P A Swales, J Taylor, G S E Thorpe, R G Tuplin, J S Watt and Ms M Wheeler.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors Mrs D E Collins, D B Dew, N J Finnie, Mrs C A Godley, Mrs K P Gregory, I P Taylor and Mrs S J Vanbergen.

### 41. MINUTES

The Minutes of the meeting of the Council held on 8th December 2004 were approved as a correct record and signed by the Chairman, subject to -

(a) in Minute No 32(b) the insertion of the word 'Councillors' before the word 'Mrs' and the deletion of the word 'Mr' in the second line; and

(b) the insertion of the following paragraph in Minute No 32 –

#### **'aa) Lord Lieutenant**

The Chairman welcomed to the meeting the Lord Lieutenant of Cambridgeshire, Mr A H Duberly CBE.'

### 42. LICENSING ACT 2003: STATEMENT OF LICENSING POLICY

The Chairman of the Licensing & Protection Panel, Councillor J M Sadler introduced a report by the Head of Administration (a copy of which is appended in the Minute Book) regarding the outcome of public consultation on a draft statement of licensing policy, which required approval under the Licensing Act 2003 by the Council prior to 7th January 2005. Councillor Sadler added that the policy would apply for a period of three years but once adopted could be amended at any time provided consultation was undertaken on the proposed change.

Members noted that 40 questionnaires and associated comments had been returned from Members of the public together with replies from the Police and representative bodies involved in the licensing and entertainment industry. In response to questions from Councillor PJ Downes and A Hansard, the Chairman indicated his satisfaction that the representations received during the consultation exercise had been reflected within the proposed statement, that given the resources available the District Council might have difficulty in enforcing compliance with the policy, that he doubted whether the fees chargeable would meet the cost of the service and that in the absence of final Regulations on procedure and forms, the District Council would have to exercise its functions under the Act as best it could given the constraints imposed by the Government.

The Chairman undertook to respond to Councillor Hansard in writing on the question of the status of authorised persons under the Act and rights of entry to premises with club premises certificates. Whereupon, it was

#### RESOLVED

that the Statement of Licensing Policy as set out in Appendix C to the report now submitted be approved and implemented with effect from 7th January 2005 for a period of three years.

The meeting ended at 6.40 pm.

Chairman

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## Budget and 2005-2010 Medium Term Plan

Report by the Director of Commerce and Technology

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### 1. PURPOSE

- 1.1 The purpose of this report is to allow the Council to consider the Cabinet's recommendations relating to the Medium Term Plan, the 2005/06 Budget and related Prudential Indicators.

### 2. BACKGROUND

- 2.1 Attached at Appendices D and E are the report and the comments from Overview and Scrutiny considered by the Cabinet on 3rd February 2005.

- 2.2 Cabinet decided to recommend -

- (a) *that, subject to appropriate adjustments to reflect revenue implications inherent in resolution (d) in Minute No. 123 ante [Huntingdon Bus Station], 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 uncertainty as to whether the efficiency savings target included in the budget will be achieved, there are still sufficient revenue reserves available to the Council in 2005/06 to ensure that the Director of Commerce and Technology's conclusion on the robustness of the budget, as detailed in Annex G, are still valid; and*
- (e) *that the 2005/06 and 2006/07 capital programme be approved to increase the opportunities for achieving lower tender prices.*

- 2.3 Earlier in their meeting the Cabinet decided to accept an officer

recommendation that the scheme for Huntingdon Temporary Bus Station (number 607) be deleted and replaced with a provision of £26k in 2005/06 to allow a feasibility study to be undertaken to inform the Huntingdon Bus Station Scheme programmed for 2009/10 (number 625).

- 2.4 Cabinet were also informed of the final Government Grant announcement which reduced the Council's Government Support by £8k next year.
- 2.5 There was also discussion about the Government's efficiency targets, particularly that it was still not clear what Huntingdonshire's target would be and that there can be no guarantee that the savings target in the budget for 2005/06 would be achieved. The Council has sufficient revenue reserves to avoid this being a financial problem.
- 2.6 Appendices A to C have been amended for the changes referred to above and show:

<b>Appendix</b>	<b>Content</b>
A	Financial Summary
B	Service Budgets
C	Prudential Indicators

### **3. RECOMMENDATION**

#### **3.1 The Council is recommended to approve -**

- ◆ **A net revenue budget of £17.373M and a net capital budget of £23.087M for 2005/06.**
- ◆ **Use of revenue reserves of £1.826M in 2005/06.**
- ◆ **A Council Tax increase of £12 on a band D property for 2005/06.**
- ◆ **The 2006/07 capital programme to increase opportunities for obtaining lower tender prices.**
- ◆ **The remainder of the Medium Term Plan for 2006-2010, subject to annual review.**
- ◆ **The Prudential Indicators attached at Appendix C.**

**(The consequent formal Council Tax resolutions are included in the next item on your Agenda)**

### **ACCESS TO INFORMATION ACT 1985**

Grant Settlement Information – Files in Financial Services  
Working Papers - Files in Financial Services

**Contact Officer:** Steve Couper, Head of Financial Services  
☎ 01480 388103



## Appendix A

<b>FINANCIAL SUMMARY</b>	Forecast	Budget	MTP			
	2004/ 2005 £000	2005/ 2006 £000	2006/ 2007 £000	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000
<b>Changed items highlighted</b>						
Approved Budget and MTP	16,828	18,880	20,697	22,409	23,923	23,995
MTP Variations	-425	-158	-6	-633	-510	1,164
<b>Sub-total (Annex A)</b>	<b>16,403</b>	<b>18,722</b>	<b>20,691</b>	<b>21,776</b>	<b>23,413</b>	<b>25,159</b>
Huntingdon Bus Station Variation		11	-45	-45	-45	-45
<b>Other Variations</b>						
Cashable Efficiency Savings Target		-402	-826	-1273	-1307	-1,342
Base Budget Reductions (adjusted)	-557	-523	-588	-578	-578	-578
Inflation on revenue variations	0	28	71	27	24	14
Interest adjustment	-340	-566	-658	-714	-788	-897
2003/04 Capital savings	-17	-17	-17	-17	-17	-17
2003/04 Spending brought forward	960					
Extra pension contributions			96	180	300	360
Extra recycling costs	40	120	120	120	120	120
2004/05 Forecast Outturn	196					
<b>TOTAL NET SPENDING</b>	<b>16,685</b>	<b>17,373</b>	<b>18,844</b>	<b>19,476</b>	<b>21,122</b>	<b>22,774</b>
<b>FUNDING</b>						
Forecast Government Support	-8,731	-9,231	-9,742	-10,265	-10,670	-11,251
Consultation		-285	-253	-216	-302	32
Final		8				
<b>Total Government Support</b>	<b>-8,731</b>	<b>-9,508</b>	<b>-9,995</b>	<b>-10,481</b>	<b>-10,972</b>	<b>-11,219</b>
Collection Fund Deficit	14	4				
Council Tax	-5,308	-6,043	-6,790	-7,552	-8,328	-9,120
Contribution from Revenue Reserves	-2,660	-1,826	-2,059	-1,443	-1,822	-2,435
<b>TOTAL FUNDING</b>	<b>-16,685</b>	<b>-17,373</b>	<b>-18,844</b>	<b>-19,476</b>	<b>-21,122</b>	<b>-22,774</b>

COUNCIL TAX	£	£	£	£	£	£
Band D Equivalent	56,149	56,718	57,278	57,850	58,429	59,013
<b>COUNCIL TAX</b>	<b>94.54</b>	<b>106.54</b>	<b>118.54</b>	<b>130.54</b>	<b>142.54</b>	<b>154.54</b>
Increase %	14.5%	12.7%	11.3%	10.1%	9.2%	8.4%

<b>Interest</b>	<b>-3,609</b>	<b>-2,955</b>	<b>-1,941</b>	<b>-1,489</b>	<b>-1,259</b>	<b>-934</b>
Total Net Spending excluding interest	20,294	20,328	20,785	20,965	22,380	23,708

<b>Remaining reserves (end of year)</b>						
Revenue	17,312	15,486	13,427	11,983	10,162	7,727
Capital	43,038	28,051	17,114	14,864	10,837	5,619

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Service Budgets	2004/05		2005/06
	Original	Forecast	Budget
<b>Environmental Services</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Refuse Collection	2,733	2,559	3,212
Recycling	938	1,097	1,262
Street Cleansing & Litter	1,224	1,187	1,250
Drainage & Sewers	477	490	598
Public Conveniences	425	382	260
Environmental Health	1,687	1,635	1,840
	<b>7,484</b>	<b>7,350</b>	<b>8,424</b>
<b>Planning</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Development Control	1,044	1,143	1,055
Building Control	242	264	258
Planning Policy & Conservation	1,098	1,168	1,207
Markets	-91	-84	-86
Economic Development	934	726	1,143
Planning Delivery Grant	-207	-242	-133
	<b>3,020</b>	<b>2,974</b>	<b>3,444</b>
<b>Community Services</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Corporate Events	236	311	179
Countryside	467	489	510
Tourism	395	410	419
Community Initiatives	645	745	867
Parks	1,319	1,403	1,493
Leisure Policy	379	408	375
Leisure Centres	2,453	2,753	2,843
	<b>5,894</b>	<b>6,520</b>	<b>6,687</b>
<b>Housing Services</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Housing Services	563	614	646
Private Housing Support	1,034	2,434	2,285
Homelessness	509	534	578
Housing Benefits	377	380	585
	<b>2,482</b>	<b>3,963</b>	<b>4,094</b>
<b>Community Safety</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Community Safety	1,135	1,125	1,185
	<b>1,135</b>	<b>1,125</b>	<b>1,185</b>
<b>Highways &amp; Transportation</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Transportation Strategy	726	685	854
Public Transport	334	347	392
Highways Services	258	262	89
Car Parks	-118	8	-19
Environmental Improvements	490	662	645
	<b>1,690</b>	<b>1,964</b>	<b>1,961</b>
<b>Corporate Services</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Administrative Services	292	297	23
Local Taxation & Benefits	764	753	869
Corporate Management	2,670	2,483	2,302
Democratic Representation	972	1,005	1,086
	<b>4,698</b>	<b>4,537</b>	<b>4,280</b>
<b>Other Expenditure</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Contingency	78	64	-353
Other Expenditure	-6,564	-8,203	-9,393
Investment Interest	-3,090	-3,609	-2,955
	<b>-9,576</b>	<b>-11,748</b>	<b>-12,701</b>
<b>Council Total</b>	<b>16,828</b>	<b>16,685</b>	<b>17,373</b>

Service Budgets	2004/05		2005/06
	Original	Forecast	Budget

Environmental Services		£000	£000	£000
Refuse Collection	Domestic Refuse	2,690	2,505	3,188
	Refuse Policy	57	73	40
	Trade Refuse	-15	-19	-16
		<b>2,733</b>	<b>2,559</b>	<b>3,212</b>
Recycling	Green Waste	61	85	87
	Recycling Kerbside Collections	685	842	983
	Recycling Policy	164	139	183
	Recycling Sites	29	30	10
		<b>938</b>	<b>1,097</b>	<b>1,262</b>
Street Cleansing & Litter	Fly Poster/Graffiti Removal	41	41	43
	Litter Control	83	84	89
	Street Cleansing Operations	1,052	1,024	1,078
	Street Cleansing Policy	10	10	11
	Weed Control	38	28	29
		<b>1,224</b>	<b>1,187</b>	<b>1,250</b>
Drainage & Sewers	Environmental Emergencies	0	0	0
	Internal Drainage Boards	242	261	307
	Septic Tanks & Nightsoil	10	10	10
	Watercourses	225	219	282
		<b>477</b>	<b>490</b>	<b>598</b>
Public Conveniences	Public Conveniences	425	382	260
		<b>425</b>	<b>382</b>	<b>260</b>
Environmental Health	Abandoned Vehicles	83	56	68
	Air Quality	64	57	72
	Animal Welfare	105	109	129
	Burials Under Health Acts	1	1	1
	Caravans And Camping	5	5	5
	Contaminated Land	120	147	139
	Eh Health & Safety	214	167	218
	Energy Efficiency	113	109	127
	Environmental Health General	12	13	13
	Food Safety	438	395	474
	Health Promotion	88	84	89
	Nuisances	239	251	268
	Pest Control	86	79	90
	Private Housing Eh	108	153	133
Travellers	10	11	14	
		<b>1,687</b>	<b>1,635</b>	<b>1,840</b>
		<b>7,484</b>	<b>7,350</b>	<b>8,424</b>

Service Budgets		2004/05		2005/06
		Original	Forecast	Budget
<b>Planning</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Development Control	Advice	378	373	371
	Alconbury Appeal	83	157	7
	Appeals	62	74	77
	Application Processing	247	217	259
	Dev Control Panel	67	62	66
	Enforcement	161	201	211
	Environmental Assessment	0	0	0
	S106 Agreements Administration	47	59	63
		<b>1,044</b>	<b>1,143</b>	<b>1,055</b>
Building Control	Bc Advice	146	160	165
	Bc Applications	52	61	73
	Bc Best Value Review	0	0	0
	Bc Promotion & Enforcement	19	17	18
	Sustainable Construction	25	25	1
		<b>242</b>	<b>264</b>	<b>258</b>
Planning Policy & Conservation	Biodiversity Action Plan	6	6	1
	Cambs Historic Churches Trust	3	3	3
	Cambs Sub Region Infr	18	19	19
	Conservation Management	83	95	101
	Conservation Technical Support	65	44	47
	Kimbolton Small Works	2	2	2
	Listed Buildings	155	144	132
	Local Plan	518	526	532
	Parish Plans	10	13	13
	Ramsey Rural Renewal	0	41	73
	Rural Renewal N & E Hunts	17	3	3
	St Neots Cap Scheme	3	1	1
	Strategic & Regional Planning	88	87	85
	Structure Plan	1	12	13
	Town Centre Vision	1	36	38
	Trees	128	135	143
		<b>1,098</b>	<b>1,168</b>	<b>1,207</b>
Markets	Farmers Markets	1	-2	-2
	Huntingdon Market	-41	-33	-36
	Markets Management	35	37	39
	Ramsey Market	-2	-2	-2
	St Ives Bank Holiday Market	-36	-34	-37
	St Ives Market	-47	-51	-49
	St Neots Market	0	0	0
		<b>-91</b>	<b>-84</b>	<b>-86</b>
Economic Development	Business & Enterprise Support	217	223	193
	Industrial Properties	-143	-94	-98
	Miscellaneous Properties	155	275	273
	N N D R Discretionary Relief	35	35	36
	Town Centre Management	671	287	739
		<b>934</b>	<b>726</b>	<b>1,143</b>
Planning Delivery Grant	Planning Delivery Grant	-375	-486	-371
	Planning Grant Unallocated	168	244	238
		<b>-207</b>	<b>-242</b>	<b>-133</b>
		<b>3,020</b>	<b>2,974</b>	<b>3,444</b>

Service Budgets		2004/05		2005/06
		Original	Forecast	Budget
<b>Community Services</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Corporate Events	Leisure Grants	185	288	157
	Priory Centre	51	23	23
		<b>236</b>	<b>311</b>	<b>179</b>
Countryside	Barford Road Pocket Park	0	2	2
	Countryside Management	150	150	157
	Hinchingbrooke Country Park	183	203	212
	Holt Island	2	2	2
	Ouse Valley Way	2	2	2
	Paxton Pits	102	102	105
	Paxton Pits R&R Fund	2	2	2
	Spring Common	26	25	26
		<b>467</b>	<b>489</b>	<b>510</b>
Tourism	Accommodation Guide	10	-6	10
	Brown Signs	8	16	8
	Discover Cambridgeshire	1	2	1
	District Promotion	76	75	82
	Eetb Domestic Marketing	2	3	2
	Eetb Overseas Marketing	3	4	3
	Familiarisation Trips (Tic)	3	6	3
	Family Pack	3	1	3
	Gardens & Nature Leaflet	0	6	0
	Group Travel Guide	0	13	0
	History & Heritage Leaflet	0	6	0
	Mini Guides	6	9	6
	Newsletter	1	2	1
	Out & About	6	0	6
	Ramsey Tic	0	1	3
	Tip Posters	5	5	5
	Tip Renewal & Repair	5	4	5
	Tourist Services	265	262	278
	Web Development	3	3	3
		<b>395</b>	<b>410</b>	<b>419</b>
Community Initiatives	Com Initiatives - Housing	68	77	83
	Com Initiatives - Leisure	68	71	76
	Community Strategy	43	40	37
	Equal Opportunities	29	29	30
	Health For Huntingdonshire	5	6	5
	Health For Hunt Yaxley	10	5	2
	Healthy Living Centre	0	0	0
	Hunts Learning Partnership	23	23	24
	Local Agenda 21	41	38	46
	Miscellaneous Grants	273	276	284
	Oxmoor Action Plan	0	42	175
	Yaxley Community Project	62	65	68
	Young Peoples Project	22	75	37
		<b>645</b>	<b>745</b>	<b>867</b>
Parks	Highways Amenities	37	37	39
	Parks Contracts	761	774	782
	Parks Management	482	550	630
	Pavillions	39	42	42
		<b>1,319</b>	<b>1,403</b>	<b>1,493</b>
Leisure Policy	Arts Development	178	193	151
	Leisure Development	189	203	211
	Policy And Strategic Mgt	12	13	13
		<b>379</b>	<b>408</b>	<b>375</b>
Leisure Centres	Huntingdon Leisure Centre	447	546	518
	Leisure Centres Overall	85	24	24
	Ramsey Leisure Centre	302	439	398
	Sawtry Leisure Centre	349	368	410
	St Ivo Leisure Centre	723	794	855
	St Neots Leisure Centre	547	582	638
		<b>2,453</b>	<b>2,753</b>	<b>2,843</b>
		<b>5,894</b>	<b>6,520</b>	<b>6,687</b>

Service Budgets		2004/05		2005/06
		Original	Forecast	Budget
<b>Housing Services</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Housing Services	Common Housing Register	6	6	17
	Contributions To H R A	22	19	26
	Housing Advances	3	11	12
	Housing Advice	100	97	103
	Housing Developments	18	11	14
	Housing Strategy	211	210	205
	Mobile Home Park	5	35	15
	Publicising Housing Services	6	6	6
	Waiting List	191	219	246
		<b>563</b>	<b>614</b>	<b>646</b>
Private Housing Support	Home Improvement Agency	71	71	79
	Housing Associations	141	849	918
	Housing Surveys	80	30	7
	Renovation/Improvement Grants	742	1,483	1,281
		<b>1,034</b>	<b>2,434</b>	<b>2,285</b>
Homelessness	Homelessness Management	311	344	381
	Homeless Young Persons Advisor	5	2	3
	Hostel Support	65	65	67
	Rental Deposit Scheme	21	24	25
	Supporting People Scheme	24	24	25
	Temp Accommodation - B&B	83	75	78
		<b>509</b>	<b>534</b>	<b>578</b>
Housing Benefits	Housing Benefits Admin	374	296	410
	Rent Allowance Local Scheme	84	37	38
	Rent Allowance National Scheme	-59	-44	-32
	Temporary Accomodation Support	-22	92	169
		<b>377</b>	<b>380</b>	<b>585</b>
		<b>2,482</b>	<b>3,963</b>	<b>4,094</b>
<b>Community Safety</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Community Safety	C C T V	696	687	717
	Community Partnership	439	438	467
		<b>1,135</b>	<b>1,125</b>	<b>1,185</b>
		<b>1,135</b>	<b>1,125</b>	<b>1,185</b>

Service Budgets		2004/05		2005/06
		Original	Forecast	Budget
<b>Highways &amp; Transportation</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Transportation Strategy	Accessibility Improvements	0	16	26
	Cycle Routes	0	40	43
	Cycle Shelters	0	18	25
	Environmental Management	22	22	23
	Transportation Developments	572	454	567
	Transportation Grants	24	24	50
	Transportation Strategy	108	110	123
		<b>726</b>	<b>685</b>	<b>854</b>
Public Transport	Bus Shelters	14	11	31
	Concessionary Fares	236	248	246
	Huntingdon Bus Station	47	54	81
	Rail Passes	3	4	5
	St Ives Bus Station	33	29	30
		<b>334</b>	<b>347</b>	<b>392</b>
Highways Services	Highways Cyclic Mtce	1	1	0
	Highways Management	257	261	89
	Highways R&R Schemes	0	0	-0
		<b>258</b>	<b>262</b>	<b>89</b>
Car Parks	Car Park Management	-293	-147	-219
	Car Park Policy	175	155	200
		<b>-118</b>	<b>8</b>	<b>-19</b>
Environmental Improvements	Env Imps Feasibility Studies	21	22	35
	Env Imps Management	57	55	72
	Environmental Imps Renewals	9	9	10
	Gazebo R&R	1	1	1
	Godmanchester Env Improvements	7	7	7
	Huntingdon Env Improvements	137	118	169
	Other Schemes	4	4	4
	Ramsey Env Improvements	12	12	22
	Small Scale Env Improvements	65	257	160
	Somersham Env Improvements	5	5	5
	St Ives Env Improvements	67	65	65
	St Neots Env Improvements	96	96	96
Yaxley Env Improvements	9	10	0	
		<b>490</b>	<b>662</b>	<b>645</b>
		<b>1,690</b>	<b>1,964</b>	<b>1,961</b>



Service Budgets		2004/05		2005/06
		Original	Forecast	Budget
<b>Corporate Services</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Administrative Services	District Elections	192	168	41
	Elections Periodic Review	26	22	22
	Electoral Registration	155	149	164
	Emergency Planning	47	47	63
	Land Charges	-155	-141	-324
	Licences	10	18	14
	National & County Elections	1	23	31
	Parish Elections	18	12	13
		<b>292</b>	<b>297</b>	<b>23</b>
Local Taxation & Benefits	Council Tax	773	767	852
	Council Tax Benefits	37	19	45
	N N D R Administration	-46	-33	-29
		<b>764</b>	<b>753</b>	<b>869</b>
Corporate Management	Bank Charges	24	40	53
	Best Value	163	117	180
	Customer First	510	287	365
	External Audit	131	107	110
	Information & Promotion	569	299	459
	Local Council Support	17	12	13
	Pensions	184	174	178
	Policy And Strategy	741	825	795
	Public Accountability	86	90	61
	System & Asset Management	91	92	91
	Telecommunications	0	0	0
	Unallocated Central Overheads	153	439	-2
		<b>2,670</b>	<b>2,483</b>	<b>2,302</b>
Democratic Representation	Corporate Committees	234	238	254
	Corporate Subscriptions	28	26	29
	Member Expenses & Allowances	389	405	418
	Member Support	304	318	367
	Twinning	17	18	18
		<b>972</b>	<b>1,005</b>	<b>1,086</b>
		<b>4,698</b>	<b>4,537</b>	<b>4,280</b>
<b>Other Expenditure</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Contingency	Efficiency Savings Contingency	0	0	-402
	General Contingency	127	62	132
	Other Contingencies	-48	3	-83
		<b>78</b>	<b>64</b>	<b>-353</b>
Other Expenditure	Capital Charges Reversed	-6,378	-7,732	-8,893
	Commutation Transfer	-399	-399	-323
	Pensions Liabilities Reversed	0	-538	-537
	V A T Partial Exemption	213	465	360
		<b>-6,564</b>	<b>-8,203</b>	<b>-9,393</b>
Investment Interest	Interest Paid	45	45	45
	Interest Received	-3,135	-3,654	-3,000
		<b>-3,090</b>	<b>-3,609</b>	<b>-2,955</b>
		<b>-9,576</b>	<b>-11,748</b>	<b>-12,701</b>

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**CIPFA PRUDENTIAL CODE FOR CAPITAL FINANCE  
IN LOCAL AUTHORITIES  
PRUDENTIAL INDICATORS FOR 2005/06**

**Changed items highlighted**

**CAPITAL EXPENDITURE**

**1. Actual and Estimated Capital Expenditure**

	<b>2003/4 Actual £000</b>	<b>2004/5 Forecast £000</b>	<b>2005/6 Estimate £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
Gross*	8,400	21,967	27,658	14,359	5,160
Net	7,356	16,334	23,087	13,637	4,450

\* excludes investments

**2. The proportion of the budget financed from government grants and council tax that is spent on interest**

The negative figures reflect that the Authority is a net investor and so the interest earned is used to help fund the budget.

<b>2003/4 Actual £000</b>	<b>2004/5 Forecast £000</b>	<b>2005/6 Estimate £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
-20%	-26%	-19%	-12%	-8%

**3. The impact of schemes with capital expenditure on the level of council tax**

This calculation highlights the hypothetical impact on the level of Council Tax from the lost interest from financing capital schemes and their associated running costs. The actual change in Council Tax is different because of the impact of other schemes and the use of revenue reserves.

	<b>2005/6 Estimate £</b>	<b>2006/7 Estimate £</b>	<b>2007/8 Estimate £</b>
Increase	20.90	9.59	2.22
Cumulative	20.90	30.49	32.71

**4. The capital financing requirement**

This represents the need for the Authority to borrow to finance capital expenditure. Whilst the Authority has capital reserves it will not need to borrow for capital purposes:

<b>31/3/04 Actual £000</b>	<b>2004/5 Forecast £000</b>	<b>2005/6 Estimate £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
0	0	0	0	0

**5. Net borrowing and the capital financing requirement**

Net external borrowing must not be used to finance revenue spending except in the short term. In the short term there are legitimate uses of borrowing to cover cash flow e.g. funding salaries pending receipt of council tax income or return of investments.

The Council will need to demonstrate that all net borrowing is for short-term purposes.

**EXTERNAL DEBT**

**6. The actual external borrowing at 31 March 2004**

There was £4m of short-term borrowing for cash-flow purposes.

**7. The authorised limit for external debt**

This is the maximum limit for borrowing and is based on a worst-case scenario.

<b>2004/5 Limit £000</b>	<b>2005/6 Limit £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
20,000	22,000	22,000	22,000

**8. The operational boundary for external debt**

These reflect a less extreme position. Although the figure can be exceeded without further approval it represents an early warning monitoring device to ensure that the authorised limit (above) is not exceeded. It allows the management of the Council's day to day cashflow and, in accordance with the Treasury Management Strategy, temporary borrowing to delay the return of funds from the Fund Managers if this is in the Council's interests.

<b>2005/6 Limit £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
16,000	16,000	16,000

**TREASURY MANAGEMENT**

**9. Adoption of the CIPFA Code**

The Prudential Code requires the Authority to have adopted the CIPFA Code of Practice for Treasury Management in the Public Services.

This has been adopted.

**10. Exposure to investments with fixed interest and variable interest**

These limits are given as a percentage of total investments.

The parameters currently set for our Fund Managers could Theoretically result in a significant amount of the funds being at variable rates as gilts and corporate bonds are deemed to be variable rate investments for the purpose of this indicator. In practice the exposure to variable rates is likely to be less.

	<b>2005/6 Limit £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
<b>Upper limit on fixed rate exposure</b>	100%	100%	100%
<b>Upper limit on variable rate exposure</b>	84%	89%	92%

#### 11. **Borrowing Repayment Profile**

The proportion of 2005/6 borrowing that will mature in successive periods. As all the borrowing will be temporary, 100% will mature in less than 12 months:

	<b>Upper limit</b>	<b>Lower limit</b>
Under 12 months	100%	100%
12 months and within 24 months	0%	0%
24 months and within 5 years	0%	0%
5 years and within 10 years	0%	0%
10 years and above	0%	0%

#### 12. **Investment Repayment Profile**

Limit on the value of investments that cannot be redeemed within 364 days. The only investments that meet this criterion are time deposits that are invested to a fixed maturity date for a year or longer.

<b>2005/6 Limit £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
20,000	15,000	10,000

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**BUDGET 2005/06 AND MEDIUM TERM PLAN 2006-2010  
(Report by the Director of Commerce and Technology)**

**1. PURPOSE**

- 1.1 The purpose of this report is to allow Cabinet to determine its recommendations to Council on 16 February in relation to the Budget for 2005/06, the Medium Term Plan for 2006/10 and associated matters.

**2. BACKGROUND**

- 2.1 The Council decided in December 2003 that a “ *member-led review of the District Council’s base budget, to include fees and charges but not to exclude any potential restructuring of existing arrangements for the delivery of services, be undertaken with a target of identifying an overall saving of at least 2% in net expenditure*”.
- 2.2 In September 2004 the Council decided to endorse a financial strategy “*based around that described in (the table below) with a minimum increase in Band D Council Tax for 2005/06 amounting to £12 per annum*”.

	2004/ 2005	2005/ 2006	2006/ 2007	2007/ 2008	2008/ 2009	2009/ 2010	2010/ 2011	2011/ 2012
	£M	£M	£M	£M	£M	£M	£M	£M
Budget	16.7	18.2	20.3	21.8	23.6	25.3	26.6	27.9
REDUCTIONS		-0.5	-1.5	-2.0	-2.5	-3.5	-4.0	-4.5
Reduced Budget	16.7	17.7	18.8	19.8	21.1	21.8	22.6	23.4
Total Funding	14.0	15.2	16.6	17.8	19.0	20.4	21.4	22.5
Use of reserves	2.7	2.5	2.2	2.0	2.1	1.4	1.2	0.9

	£	£	£	£	£	£	£	£
Council Tax	94.54	106.54	118.54	130.54	142.54	154.54	166.54	178.54
Increase %	14.5%	12.7%	11.3%	10.1%	9.2%	8.4%	7.8%	7.2%

**Note** Savings will need to increase further to approximately £5.5m post 2011/12

- 2.3 Cabinet and the Planning and Finance Overview and Scrutiny Panel considered draft variations to the approved Medium Term Plan and the Base Budget review and a preliminary interpretation of the Government’s Efficiency Review at their November meetings.
- 2.4 Subsequently further detail of the Efficiency review was received together with the provisional Revenue Support Grant announcement. A number of additional proposals to vary the MTP have also emerged.

**3. UPDATING THE DRAFT PLAN**

**Efficiency Review**

- 3.1 Following the Gershon review of public spending, which considered a wide range of opportunities including better procurement, the

Government has been considering how best to achieve the significant potential for more efficient services that was identified.

3.2 The report on MTP Progress that was considered on 4 November anticipated that the Government would require local authorities to -

- ◆ Publish plans on how they will achieve efficiency savings of 2.5% of **net** spending per year for at least the next 3 years. The report also assumed this would be extended to the end of the 5-year MTP period.
- ◆ Achieve half the savings as cashable.
- ◆ Have external auditors review what has been achieved.

3.3 The Government's report was substantially as expected except that the 2.5% is to be based on **gross** expenditure (excluding benefit payments) rather than **net**. It also refers to the cashable part being **at least** half. This results in the implications shown in the table below.

Efficiency Review	2004/ 2005	2005/ 2006	2006/ 2007	2007/ 2008	2008/ 2009	2009/ 2010
	£000	£000	£000	£000	£000	£000
<b>Cabinet Report Assumptions</b>		<b>2.5%</b>	<b>5.0%</b>	<b>7.5%</b>	<b>10.0%</b>	<b>12.5%</b>
Gross efficiency target		-418	-836	-1,254	-1,672	-2,090
Non-cashable element		209	418	627	836	1,045
<b>Net impact</b>		<b>-209</b>	<b>-418</b>	<b>-627</b>	<b>-836</b>	<b>-1,045</b>
<b>Government Announcement</b>						
Base (estimated)	31,390	32,181	33,043	33,936	34,852	35,793
		<b>2.5%</b>	<b>5.0%</b>	<b>7.5%</b>	<b>7.5%</b>	<b>7.5%</b>
Gross efficiency target		-804	-1,652	-2,546	-2,614	-2,684
Non-cashable element		402	826	1,273	1,307	1,342
<b>Net impact</b>		<b>-402</b>	<b>-826</b>	<b>-1,273</b>	<b>-1,307</b>	<b>-1,342</b>

3.4 The table shows that the Government's target of 7.5% after 3 years, based on **gross** spending, exceeds the assumed 12.5% over 5 years based on **net** spending.

3.5 The achievement of these targets is likely to be extremely demanding and a further report will be presented once further information is received from the Government.

### Provisional Grant Proposals

3.6 The Council received the initial proposals for 2005/06 on 2 December. The following table shows the result:

Government Support	2005/06	2006/07	2007/08	2008/09	2009/10
	£000	£000	£000	£000	£000
Assumption in approved MTP	9,231	9,742	10,265	10,670	11,251
Provisional settlement	9,516	9,995	10,481	10,972	11,219
<b>Variation</b>	<b>285</b>	<b>253</b>	<b>216</b>	<b>302</b>	<b>-32</b>

3.7 It has been assumed that the Council will receive the additional funds resulting from the 2003/04 inclusion of the Area Cost Adjustment over the next four years. Whilst the assumption continues to appear



reasonable in the light of this year's provisional settlement, there has not been, nor is there likely to be, any indication of how quickly this will happen in practice.

- 3.8 The Council remains the most under-funded, in cash terms, District Council in England based on the Government's own figures. The amount we have still not received is £748k.
- 3.9 There is usually a small change to the provisional settlement when the final figures are announced which can be adjusted for in the use of revenue reserves.

### **MTP Proposed Variations**

- 3.10 Annex A details the MTP schemes in service order. The non-shaded lines represent items approved last year. The shaded lines represent the following -

**Pink** Variations reported in November

**Dark Grey** Variations that have subsequently emerged (later officer information or formal Cabinet decisions)

**Green** Variations proposed by Executive Councillors

- 3.11 The table below summarises these variations:

<b>MTP Proposed Variations</b>	2005/06 £000	2006/07 £000	2007/08 £000	2008/09 £000	2009/10 £000
November Variations	-517	64	-538	-239	1,489
Subsequent Variations	483	119	-62	-231	-285
Executive Councillor Adjustments	-123	-189	-33	-40	-40
<b>Total Variations</b>	<b>-158</b>	<b>-6</b>	<b>-633</b>	<b>-510</b>	<b>1,164</b>

- 3.12 This year's appraisals are available on the intranet via the Members' area.

### **Interest Rates**

- 3.13 Interest rates of 5% have been assumed for next year and 4.75% subsequently. Phasing of income and expenditure and the forecast level of capital receipts have also been reviewed, both giving a beneficial effect.

### **Pension Contributions**

- 3.14 The Council currently has to make pension scheme contributions of 8.3% for those employees that choose to join the scheme. Falling stock market levels in recent years has significantly reduced the value of the pension fund and rising longevity increases the likely call on it. The MTP variations included a cautious estimate of the likely increase with annual increases of 1.5% resulting in a contribution rate of 15.8% by 2009/10. The preliminary details of the Actuary's three yearly valuation were received on the 21 January and are based on a staged increase to reach 21.1% by 2010/11 with an eventual extra

annual cost of £636k. It is understood that other Cambridgeshire Authorities also have increases of the same scale.

#### **Other Items**

- 3.15 Annex B gives the details of the Base Budget Review which have been adjusted by £9k in 2005/06 to correct an error.
- 3.16 The 2005/06 and subsequent years' taxbases have been increased to reflect the 2005/06 level approved by the Corporate Governance Panel.
- 3.17 A future shortfall in the cost of recycling has recently emerged. This is mainly due to the impact of variations in gate-fees and recycling credits. A provisional sum of £120k per year has therefore been included in the budget for future years. A report will be submitted to Cabinet once more accurate figures are available.

#### **Items Not Taken Into Account**

- 3.18 The Middle Level Drainage Board is proposing to construct a major new pumping station on its main drain at St Germans, south west of Kings Lynn. A proportion of the cost will fall on the Council via increased Drainage Board rates or special levies. It is too early to estimate the potential impact.
- 3.19 No allowance has been made for any benefit that may arise from the Government's Local Authority Business Growth Incentive scheme which will allow authorities a portion of increases in business rates over and above a norm. The scheme is such that it would be imprudent to estimate how much might be received until its operation is clearer.
- 3.20 Inflation on Capital Schemes of 2.5% per year has been included in total within the plan and will be allocated to individual schemes once the budget is approved. Some schemes that were originally included in the plan two years ago will thus be increased by 5%. There have however been recent examples of high tender prices on specific schemes but there is little objective data on which to base a higher inflation allocation or even to estimate a suitable contingency sum so no provision has been included.
- 3.21 In early January two letters were received from the Government consulting on the level of planning fees and planning delivery grant for 2005/06. Whilst the letters are separate the issues are integrated because the Government considers that fee increases should provide extra funding as the levels of planning delivery grant reduce. At the same time they refer to the fee increases will allow a "move to a position closer to cost recovery". It has been assumed in the MTP that £375k grant will be received and then used for supporting extra expenditure on planning so there is no net impact. It is unlikely that the government's response to the two consultations will be available until after the budget/MTP has been approved. The result should be, at worst, neutral and may be beneficial. A report on the results will be submitted to Cabinet in due course.

#### 4. UPDATED FINANCIAL POSITION

4.1 The table below (further detail in Annex C) shows the overall financial position after adjustment for the items outlined above, inflation on the variations and the impact of the forecast 2004/05 and actual 2003/04 outturns. It is based on Council Tax increases of £12 per year. Annex D shows the analysis by service.

Financial Summary	Forecast	Budget	MTP			
	2004/05 £000	2005/06 £000	2006/07 £000	2007/08 £000	2008/09 £000	2009/10 £000
Approved Budget and MTP	16,828	18,880	20,697	22,409	23,923	23,995
MTP Variations	-425	-158	-6	-633	-510	1,164
<b>Sub-total (Annex A)</b>	<b>16,403</b>	<b>18,722</b>	<b>20,691</b>	<b>21,776</b>	<b>23,413</b>	<b>25,159</b>
<b>Other Variations</b>						
Cashable Efficiency Savings Target		-402	-826	-1273	-1307	-1,342
Base Budget Reductions (adjusted)	-557	-523	-588	-578	-578	-578
Inflation on revenue variations	0	27	73	31	29	21
Extra recycling costs	40	120	120	120	120	120
Extra pension contributions			96	180	300	360
Interest adjustment	-340	-567	-659	-713	-784	-891
2003/04 and 2004/05 Outturns **	1,139	-17	-17	-17	-17	-17
<b>TOTAL NET SPENDING</b>	<b>16,685</b>	<b>17,360</b>	<b>18,890</b>	<b>19,526</b>	<b>21,176</b>	<b>22,832</b>
<b>FUNDING</b>						
Government Support	-8,731	-9,516	-9,995	-10,481	-10,972	-11,219
Collection Fund Deficit	14	4				
Council Tax	-5,308	-6,043	-6,790	-7,552	-8,328	-9,120
<b>Contribution from Revenue Reserves</b>	<b>-2,660</b>	<b>-1,805</b>	<b>-2,105</b>	<b>-1,493</b>	<b>-1,876</b>	<b>-2,493</b>

COUNCIL TAX	£	£	£	£	£	£
Band D Equivalent	56,149	56,718	57,278	57,850	58,429	59,013
<b>COUNCIL TAX</b>	<b>94.54</b>	<b>106.54</b>	<b>118.54</b>	<b>130.54</b>	<b>142.54</b>	<b>154.54</b>
Increase %	14.5%	12.7%	11.3%	10.1%	9.2%	8.4%

\*\* Includes the actual impact of revenue items delayed from 2003/04 to 2004/05. No deferral from 2004/05 to 2005/06, other than in the MTP variations, has been included.

4.2 The overall impact of the changes referred to above which include efficiency review savings, proposed scheme reductions, increased capital receipt assumptions, etc., is a reduction in spending levels and hence the speed with which revenue reserves are used. This means that if Council Tax increases are maintained at £12 per year, the minimum increase agreed by September Council, for as long as possible then higher Council Tax increases would not be required until 2011/12. Annex E shows this and the reductions in reserves graphically. If such extra Council Tax increases would not be acceptable then further spending reductions of around £3.6M per year would be required instead. However, reports over the last few years have shown that this timing is quite sensitive to changes in interest rates and inflation levels. Thus if service delivery is to be maximised any reductions will have to be carefully planned and managed.

- 4.3 If, in the meantime, Council Tax increases of less than £12 were to be agreed then higher spending reductions would become inevitable and from an earlier date.
- 4.4 One of the key assumptions is the level of cashable efficiency savings which rise to £1.3m over the plan period. Achieving these will be critical if future spending reductions are not to become larger and sooner. The details of the Government's approach are still awaited but it is quite clear that a major exercise will be required.
- 4.5 One aspect of increased efficiency is better procurement and examples of high tender prices on some capital schemes have already been referred to in para. 3.19 above. One approach that seems valid is to go out to tender on larger parcels of work i.e. several schemes combined to form one contract. In order to do this, greater certainty is required on the future capital programme to avoid unnecessarily delaying schemes planned for the first part of 2005/06. It is therefore proposed that Council be recommended to approve both 2005/06 and 2006/07 capital schemes so that such an approach can be developed and put into practice without risking abortive design work.

## **5. CAPPING**

- 5.1 The Government is already highlighting its expectation that Council Tax increases will be low next year due to the extra money it has added to the provisional Grant settlement. There is also reference to a harder line on capping following the action taken against a handful of authorities in 2004. Capping can result in a Council having to reduce its Council Tax during the year or be given a limit for the following year. Both approaches were used in 2004 but any Council taxing at less than the average for the class of authority was excluded. However, as usual, no advance notice will be given on the criteria that will be used.
- 5.2 In legal terms it is the level of "Budget Requirement" that is capped rather than the level of Council Tax. The combination of higher spending (+3.1%) and a lower use of reserves next year gives a significant increase in budget requirement (+10.9%) when compared with the approved 2004/05 budget.
- 5.3 If the Secretary of State proposes to cap Huntingdonshire the Council will have an opportunity to explain why it is felt that the increase is appropriate. There is a significant list of points the Council could make in defence of its decision.
- 5.4 If, despite these points, the Council were capped it could choose to fund the resulting shortfall from reserves, reduce spending or a combination of the two.
- 5.5 In addition there would be the cost of rebilling, estimated at £65k, and any loss of interest on cash flow. If other authorities precepting upon us (County Council, Police Authority and the new Fire Authority) were also capped they would have to share the cost of the re-billing but not the loss of interest on cash flow. This is very difficult to estimate, as it

is highly dependent on the precise timing of events.

## **6. CONSULTATION WITH THE BUSINESS COMMUNITY**

- 6.1 A consultation meeting with members of the business community is taking place on 26 January and their comments will be reported to the meeting.

## **7. PRUDENTIAL CODE**

- 7.1 The way that the Government controls the borrowing of Local Authorities changed from April 2004. It requires the full Council, as part of the budget-setting process, to approve the prudential indicators shown in Annex F.

## **8. RESERVES AND THE ROBUSTNESS OF THE 2005/06 BUDGET**

- 8.1 The Local Government Act 2003 requires the Director of Commerce and Technology (as the Council's Chief Financial Officer) to report to the Council on the robustness of the estimates and the adequacy of reserves when it considers its budget and the consequent Council Tax. His comments are contained in Annex G and confirm that he considers the budget is adequately robust and the level of revenue reserves is significantly above the minimum level required.

## **9. CONCLUSIONS**

- 9.1 Council has decided on increases in Council Tax of a minimum of £12 per year in order to reduce the need for future reductions in services and proposed service developments. Over £500k per annum of budget reductions that will not affect service delivery have been identified.
- 9.2 The Government has announced its approach to efficiency savings over the coming years which creates the need for cashable savings of £1.3m per annum by 2009/10. These will not be easy to achieve given the historically low spending base of the Authority, and will need to be the focus of significant management action.
- 9.3 In order to try to reduce tender prices, it is proposed that Council be recommended to approve both 2005/06 and 2006/07 capital schemes so that schemes can be combined into larger packages without risking abortive design work.
- 9.4 There are a number of reductions that are proposed in the MTP but there are also some pressures, generally unavoidable, for additional expenditure, partly due to continuing growth in the District and the surrounding Region.
- 9.5 The Grant settlement was better than expected, but the Council is still £748k short of the grant it is due. The final figures are likely to result in a small adjustment to the use of reserves.
- 9.6 Paragraph 4.1 shows the results of a Council Tax increase of £12 per year. The variations made to the MTP have resulted in the need for

further cuts or higher Council Tax increases being delayed beyond the plan period. However, adverse conditions could soon bring forward the need for spending reductions of around £3.6m. As usual, there will not be any advance indication of the Government's proposed approach to capping.

9.7 The combination of sound budget practices and significant revenue reserves means that the proposed 2005/06 budget is robust and that the Council is well-placed financially to deal with any unforeseen expenditure.

9.8 This report is to be considered by a joint meeting of the two Overview and Scrutiny Panels on the 25 January so that Cabinet can consider their comments together with those of the business community in reaching their decision on the recommendations to be made to Council.

## **10. RECOMMENDATION**

10.1 **The Cabinet is asked to consider the recommendations it wishes to make to February Council regarding -**

- ◆ **Any changes to the draft MTP.**
- ◆ **The proposed Council Tax level for 2005/06 and indicative planning levels for future years.**
- ◆ **The acceptance of the Prudential Indicators in Annex F, subject to any necessary changes flowing from its recommendations on the above items.**
- ◆ **The formal approval of the 2006/07 capital schemes.**

## **ACCESS TO INFORMATION ACT 1985**

Grant Settlement Information – Files in Financial Services

Working Papers - Files in Financial Services

**Contact Officer:** Steve Couper, Head of Financial Services  
☎ 01480 388103

Annex A			Net Revenue Impact							Net Capital							External Capital Contributions						
Bid Number	2004/2005 £000	2005/2006 £000	2006/2007 £000	2007/2008 £000	2008/2009 £000	2009/2010 £000	2004/2005 £000	2005/2006 £000	2006/2007 £000	2007/2008 £000	2008/2009 £000	2009/2010 £000	2004/2005 £000	2005/2006 £000	2006/2007 £000	2007/2008 £000	2008/2009 £000	2009/2010 £000					
	13,595	13,595	13,595	13,595	13,595	13,595	0	0	0	0	0	0	0	0	0	0	0	0					
<b>NON-VARYING ITEMS</b>																							
<b>Refuse Collection</b>																							
8/B	50	63	75	88	100	100																	
8/B	-13	-25	-38	-50	-50	-50																	
8/B/B	9	9	9	9	9	9																	
27/B/B	1	4	6	6	6	6	50	70															
27/B/B	-1	-1	-2	-2	-2	-2	-40	-40															
27/B/B	-1	-1	-1	-1	-1	-1	-30	-30															
313	118	122	122	122	122	122	155																
<b>Recycling</b>																							
	145	162	177	177	177	177																	
	-48	34	34	34	34	34	-963																
1388	57	57	57	57	57	57																	
222																							
304/443/622	403	617	603	603	603	603	3,212																
304/443/622	1	1	1	1	1	1	-58																
602	9	9	19	19	19	19	378																
602	-1	-3	-3	-3	-3	-3	-52																
<b>Street Cleansing and Litter</b>																							
367/B	29	42	56	70	84	84																	
367/B	-13	-27	-41	-55	-55	-55																	
<b>Drainage and Sewers</b>																							
C	1	2	2	2	2	2	48																
235	0	0	0	1	1	1	15																
430	0	0	0	0	0	0																	
519	7	7	7	7	7	7																	
520	21	21	21	21	21	21																	
463	15	15	15	15	16	18					50												
621	18	58	58	58	58	58																	
<b>Public Conveniences</b>																							
163	0	0	0	0	0	0																	
163	-1						20																
302/B	8	37	60	60	60	60	300	900															
302/B	-6	-27	-29	-9	-9	-9	-200	-500	400	300													
302/B	-2	-2	-2	-13	-22	-9	-100	-50	-300														
504	61	-121	-99	-153	-153	-153																	
504	-5																						

Bid Number	Annex A										Net Revenue Impact										Net Capital										External Capital Contributions									
	2004/		2005/		2006/		2007/		2008/		2009/		2004/		2005/		2006/		2007/		2008/		2009/		2004/		2005/		2006/		2007/		2008/		2009/					
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000							
	<b>Environmental Health</b>																																							
64		6	8	8	8	8	8	8	8	8	8																													
307		0	16	15	15	15	15	15	15	15	15																													
308		8	8	8	8	8	8	8	8	8	8																													
327		25	25	25	25	25	25	25	25	25	25																													
327		-10	-10	-10	-10	-10	-10	-10	-10	-10	-10																													
328		35	33	33	33	33	33	33	33	33	33																													
328		-35	2																																					
329		36	33	33	33	33	33	33	33	33	33																													
329		-36	3																																					
330		11	9	9	9	9	9	9	9	9	9																													
330		-11	2																																					
622		7	7	7	7	7	7	7	7	7	7																													
623		10	10	10	10	10	10	10	10	10	10																													
	<b>Development Control</b>																																							
150		30	0	0	0	0	0	0	0	0	0																													
355		16	16	16	16	16	16	16	16	16	16																													
	<b>Planning Policy and Conservation</b>																																							
	Alcortory Costs																																							
	-1,320																																							
	Alcortory Costs																																							
	-1,250																																							
12		5	0	0	0	0	0	0	0	0	0																													
126271/465		130	5	-5	-5	-5	-5	-5	-5	-5	-5																													
126271/465		-75	200																																					
175/6		1	1	1	1	1	1	1	1	1	1																													
357		30	30	30	30	30	30	30	30	30	30																													
440		0	0	18	18	18	18	18	18	18	18																													
505		-375	-375	0	0	0	0	0	0	0	0																													
505		-146																																						
505		345	375	10	10	10	10	10	10	10	10																													
632		76	70																																					
	<b>Economic Development</b>																																							
78/8		2	3	5	5	5	5	5	5	5	5																													
78/8		-2	-3	-5	-5	-5	-5	-5	-5	-5	-5																													
77 & 401		20	45	59	59	59	59	59	59	59	59																													
77 & 401		-10	-19	-9	-9	-9	-9	-9	-9	-9	-9																													
162/8		1	1	3	3	3	3	3	3	3	3																													
162/8		-1	-1	-3	-3	-3	-3	-3	-3	-3	-3																													
224		2	6	11	13	13	13	13	13	13	13																													
224		-1																																						
239		5	0	0	0	0	0	0	0	0	0																													
239		-5	7	5	5	5	5	5	5	5	5																													
239		-7	2	5	5	5	5	5	5	5	5																													
239		-265	270	265	270	265	270	265	270	265	270																													
239		-7	2	5	5	5	5	5	5	5	5																													
239		-265	270	265	270	265	270	265	270	265	270																													
239		-7	2	5	5	5	5	5	5	5	5																													



		Annex A										Net Revenue Impact										Net Capital										External Capital Contributions									
Bid Number		2004/		2005/		2006/		2007/		2008/		2009/		2004/		2005/		2006/		2007/		2008/		2009/		2004/		2005/		2006/		2007/		2008/		2009/					
		2005	2006	2006	2007	2007	2008	2008	2009	2009	2010	2010	2010	2005	2006	2006	2007	2007	2008	2008	2009	2009	2010	2010	2010	2005	2006	2006	2007	2007	2008	2008	2009	2009	2010	2010					
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000						
358	Rural Renewal NE Hunts - Pump priming	1	4	6	8	12	13																																		
358	Rural Renewal NE Hunts - Pump priming	10	39	-2	-2	-2	-2																																		
466	Economic Development Feasibility Studies	20	0	0	0	0	0																																		
509	Industrial Estate Repairs	0	0	0	0	1	3																																		
643	Health Centre Sapley Square	54	214	-211	-211	-211	-211																																		
645	Purchase of Moorhouse Church site for resale	2	9	9	9	9	9																																		
	<b>Leisure Events and Facilities</b>																																								
93 & 511	Local Leisure projects (Grants)	15	21	26	32	37	40																																		
93 & 511	Local Leisure projects (Grants)	-3																																							
	<b>Joint Leisure Centres</b>																																								
	Improved return on fitness and catering	-50	-50	-50	-50	-50	-50																																		
544	Contribution to running costs	-55	-58	-58	-58	-58	-58																																		
22	CCTV Improvements	-1	0	0	0	0	0																																		
73 & 84 (A)	Huntingdon - Extension to Bar/Cellar/Kitchen and Fitness	-6	-9	-9	-9	-9	-9																																		
134/B	Future maintenance	63	99	121	133	144	150																																		
134/B	Future maintenance	-4																																							
134/B	Future Maintenance	-3	-6	-6	-6	-6	-6																																		
608	Leisure Centres Future Planned Maintenance																																								
259	Ramsey Multi-activity Area etc.	1	1	1	1	1	1																																		
259	Ramsey Multi-activity Area etc.	1	35	18	10	10	10																																		
262/B	Sawtry Impressions	17	1	9	9	9	9																																		
262/B	Sawtry Impressions	-1	-1	9	9	9	9																																		
333	SI Neots Bar/Kitchen/Crèche Extension	-15	-15	-15	-15	-15	-15																																		
333	SI Neots Bar/Kitchen/Crèche Extension	16	8	-6	1	1	1																																		
335	SI Neots Impressions Expansion	0	-12	-23	-23	-23	-23																																		
335	SI Neots Impressions Expansion	3	5	5	5	5	5																																		
335	SI Neots Impressions Expansion	0	-15	-12	-12	-12	-12																																		
336	Huntingdon Impressions expansion	0	15	12	6	6	6																																		
336	Huntingdon Impressions expansion	12	6	6	6	6	6																																		
338 & 424	Ramsey LC Combined Impressions, Crèche, Storage, Office	14	-14	-14	-14	-14	-14																																		
424	Ramsey LC Combined - Variation	2	5	5	5	5	5																																		
424	Ramsey LC Combined - Variation	-11	3	-5	-5	-5	-5																																		
393 & old	Leisure Centre Disabled facilities	3	3	3	3	3	3																																		
393 & old	Leisure Centre Disabled facilities	-1																																							
512	Cancellation of NINDR Relief	68	68	68	68	68	68																																		
609	SI Neots LC Reconstruction	38	100	100	-46	-46	-46																																		
609	SI Neots LC Reconstruction	-38	-100	-100	46	46	46																																		
635	Fitness Eqpt Financing SILC and HLC	-32	-67	-64	-60	-56	-53																																		
642	Replacement Fitness Equipmt SILC&HLC	0	-12	-12	-12	-12	-7																																		
636	RLC Fitness Equipment	0	-12	-12	-12	-12	-7																																		

Bld Number	Annex A	Net Revenue Impact										Net Capital										External Capital Contributions									
		2004/	2005/	2006/	2007/	2008/	2009/	2004/	2005/	2006/	2007/	2008/	2009/	2004/	2005/	2006/	2007/	2008/	2009/	2004/	2005/	2006/	2007/	2008/	2009/						
		2005	2006	2007	2008	2009	2010	2005	2006	2007	2008	2009	2010	2005	2006	2007	2008	2009	2010	2005	2006	2007	2008	2009	2010						
£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000							
	<b>Leisure Policy and Development</b>																														
	Leisure Management System Upgrade	7	7	2	2	2	2	2	2	2	2	2																			
118	SI Neots Tennis Initiative	-1	0	0	0	0	0	0	0	0	0	0																			
58	Graffham Water Centre Partnership Contribution	0	1	1	1	1	1	1	1	1	1	1																			
16918	Summer Outdoor Arts Event (3 yearly)	40	0	0	0	0	0	0	0	0	0	0																			
347	Huntingdonshire Heritage Programme	5	5	0	0	0	0	0	0	0	0	0																			
373	Youth Sports Development Officer	5	5	5	5	5	5	5	5	5	5	5																			
	<b>Community Initiatives</b>																														
349	Health for Huntingdonshire - Ramsey	5	5	0	0	0	0	0	0	0	0	0																			
372	Youth Participation Project	35	0	0	0	0	0	0	0	0	0	0																			
	<b>Parks and Open Spaces</b>																														
418	Activity Parks	17	22	26	29	29	29	29	29	29	29	29																			
418	Activity Parks	-3	-2	-2	-3	-3	-3	-3	-3	-3	-3	-3													46	46					
	<b>Community Initiatives</b>																														
423	Community Information Project	58	58	58	58	58	58	58	58	58	58	58																			
428	Health for Huntingdonshire - Yaxley	10	0	0	0	0	0	0	0	0	0	0																			
429 & (441)	Grant Aid to Voluntary Organisations	40	40	40	40	40	40	40	40	40	40	40																			
	<b>Parks and Open Spaces</b>																														
318	Grounds Maintenance - Growth in land area	20	25	30	35	40	40	40	40	40	40	40																			
318	Grounds Maintenance - Growth in land area	-5	-10	-10	-15	-20	-20	-20	-20	-20	-20	-20																			
62	Risk Assessment - Tree Survey	10	10	10	10	10	10	10	10	10	10	10																			
74	Huntingdon Riverside Park Bridges replacement	4	5	5	5	5	5	5	5	5	5	5																			
74	Huntingdon Riverside Park Bridges replacement	0	1	1	1	1	1	1	1	1	1	1																			
107	Park Signage	1	1	1	1	1	1	1	1	1	1	1																			
107	Park Signage	-1	9	9	9	9	9	9	9	9	9	9																			
121	Pilot Linear Park Development, SI Neots	9	9	9	9	9	9	9	9	9	9	9																			
121	Pilot Linear Park Development, SI Neots	-2	5	5	5	5	5	5	5	5	5	5																			
131	Publicity Material for Parks and Open Spaces	25	20	15	10	10	10	10	10	10	10	10																			
322	Tree work (Health & Safety) from tree survey	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3	-3																			
343	New Arbicultural Section	0	3	5	5	5	5	5	5	5	5	5																			
343	New Arbicultural Section	0	3	5	5	5	5	5	5	5	5	5																			
365	Huntingdon Marina Improvements	0	10	10	10	10	10	10	10	10	10	10																			
365	Huntingdon Marina Improvements	0	10	10	10	10	10	10	10	10	10	10																			
369 & old	Play Equipment replacement	15	12	15	17	19	19	19	19	19	19	19																			
369 & old	Play Equipment replacement	-1	5	5	5	5	5	5	5	5	5	5																			
446	Football Improvements	5	10	10	10	10	10	10	10	10	10	10																			
467	SI Neots Skate Park	3	5	5	5	5	5	5	5	5	5	5																			
	<b>Housing Services</b>																														
523	Supporting People Retirement	24	24	24	24	24	24	24	24	24	24	24																			
616	Older People Village warden scheme	3	3	3	3	3	3	3	3	3	3	3																			

Bld Number	Annex A	Net Revenue Impact							Net Capital							External Capital Contributions						
		2004/	2005/	2006/	2007/	2008/	2009/	2004/	2005/	2006/	2007/	2008/	2009/	2004/	2005/	2006/	2007/	2008/	2009/			
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000			
	<b>Private Housing Support</b>																					
39/B & 309/442/441	Disabled Facilities Grants:	38	54	70	86	102	110	320	320	320	320	320	480	480	480	480	480	480				
39/B & 309/442/441	Disabled Facilities Grants:	8	26	44	61	78	104	348	348	348	348	348	-148	-148	-148	-148	-148	332				
39/B & 309/442/441	Disabled Facilities Grants:	9	23	33	43	53	63	366	200	200	200	200										
70	Housing Needs Survey	50	0	0	0	0	0															
70	Housing Needs Survey	-50		50																		
141 & 381	Repairs Assistance (Renovation/Repairs Grants)	34	48	62	76	90	97	277	277	277	277	277										
141 & 381	Repairs Assistance (Renovation/Repairs Grants)	-1						39														
611	Repairs Assistance						7															
610	Private Sector Housing Survey		10	10	10	10	10					282										
	<b>Homelessness</b>																					
326	Homelessness Officer	34	31	31	31	31	31															
443	Common Housing Register	0	6	8	8	8	8		52													
507	Homelessness - Use of leased Properties	-46	-46	-46	-46	-46	-46															
521	Increased cost of Homelessness	62	62	62	62	62	62															
	Social Housing Grant	25	75	125	175	225	250	1,000	1,000	1,000	1,000	1,000										
612	Social Housing Grant	11	11	11	11	11	11															
613	Social Housing Grant Committed Sum																					
614	Social Housing Grant variation	-4	-2	0	0	0	0		87				231	239								
615	Social Housing Grant						25					1,000	164									
637	<b>Oxmoor Housing Sites</b>	0	0	0	0	0	0						778	354								
	<b>Housing Benefits</b>																					
626	Wireless Working (Benefits and Revenues)		0	0	0	0	0											213				
631	Fraud Investigation officer	-23	-23	-25	-25	-25	-25															
	<b>Community Safety</b>																					
36 & 387/469	Crime and Disorder - Lighting Improvements	3	4	5	6	7	7	21	21	21	21	21										
324/B	Licensing Act 2004	-63	35	0	0	0	0															
324/B	Licensing Act 2004	53	-79	22																		
433	Community Support Staff	300	300	300	300	300	300															
459	Emergency Planning Officer	5	27	27	27	27	27															
470	Contribution to County Research Post	5	5	5	5	5	5															
405	CCTV - Vehicle mounted unit	33	33	33	33	33	33															
405	CCTV - Vehicle mounted unit	-4	-1	-1	-1	-1	-1	104														

Bld Number	Annex A	Net Revenue Impact										Net Capital										External Capital Contributions															
		2004/2005		2005/2006		2006/2007		2007/2008		2008/2009		2009/2010		2004/2005		2005/2006		2006/2007		2007/2008		2008/2009		2009/2010		2004/2005		2005/2006		2006/2007		2007/2008		2008/2009		2009/2010	
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000			
20 & 460	CCTV - Camera replacements	6	-2	-15	-4	14	22						74	74	74	74	74																				
20 & 460	CCTV - Camera replacements	-2											74																								
20 & 460	CCCTV - Camera replacements	-1	-2	-5	-9	-11	-9						-10	-60	-61	-74	37																				
312	CCTV Digital Services	0	0	1	3	3	3									50																					
384	CCTV Extension of coverage	0	0	0	2	4	5										50																				
384	CCTV Extension of coverage					-1	-2										-50																				
618	CCTV - Camera replacement						2																														
618	CCTV - Camera replacement																																				
619	CCTV - Code of Practice Compliance						36																														
619	CCTV Code of Practice Compliance	12																																			
620	Crime and Disorder - Lighting Improvements																																				
641	CCTV New Maintenance arrangement	-26	-1	-1	-1	-1	-1																														
	<b>Transportation</b>																																				
	Public Transport Support																																				
37	Safe Cycle Storage Racks to Improve Facilities for Visitors	2	2	3	3	3	3						15	15	15	15																					
37	Safe Cycle Storage Racks to Improve Facilities for Visitors			-1									-15	-15	-15	-15																					
95 & 389	Local Transport Plan	9	13	18	23	28	30						85	85	100	100																					
95 & 389	Local Transport Plan	-1											38																								
624	Local Transport Plan Bid	13	19	24	29	35	37						105	105	105	110																					
152 & 390/474	Safe Cycle Routes - Creation of New Routes to Schools etc																																				
152 & 390/474	Safe Cycle Routes - Creation of New Routes to Schools etc	-2											95																								
250/0B	SI Neot's Cycleway Extension	0	0	0	0	0	0																														
250/0B	SI Neot's Transport Bid	12	14	14	14	14	14						72	0	0																						
250/0B	SI Neot's Transport Bid	-1											21																								
311	Concessionary Fares - Change to age criteria	15	15	15	15	15	15																														
323/385/472	Accessibility Improvement / Signs in footpaths and car parks	6	8	9	10	12	12						30	30	30	30																					
323/385/472	Accessibility Improvement / Signs in footpaths and car parks	-1											39																								
351	SI Neot's Pedestrian Bridges	6	19	25	25	25	25						250	250																							
351	SI Neot's Pedestrian Bridges	-6	-13	-6									-250		250																						
352	AJC - Safe routes to schools	3	2	3	2	3	3																														
352	AJC - Safe routes to schools	-2											63																								
361	Huntingdon Transport Strategy	5	9	12	14	14	14						70	70	70																						
361	Huntingdon Transport Strategy	-1											58																								
362	SI Ives Transport Strategy	2	5	9	11	11	11						70	70	70																						
362	SI Ives Transport Strategy	-2	-3	-4	-2								-70																								
363	Ramsay Transport Strategy	1	3	5	6	6	6						40	40	40																						
363	Ramsay Transport Strategy	-1	-2	-2	-1								-40																								
366	Views Common - Cycle route	3	3	3	3	3	3																														
366	Views Common - Cycle route	-1											47																								
478	Rural Transport Partnership Contribution	3	3	3	3	3	3																														

Bld Number	Annex A	Net Revenue Impact							Net Capital							External Capital Contributions						
		2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2009/2010	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010		
479/310	Community Transport Funding	10	10	10	10	10	10															
479	Community Transport Funding		25	59	59	59	59															
483	Rural Bus Stop provision	1	6	6	6	6	6		25													
606	Pool Car		2	3	3	3	3			15												
606	Pool Car		-2	-3	-3	-3	-3			-15												
	<b>Public Transport</b>																					
80	Huntingdon, Park and Ride Scheme	0	15	45	45	45	45			226												
80	Huntingdon, Park and Ride Scheme	0	-15	-45	-45	-45	-45			-226												
607	Replace as Huntingdon Temporary Bus Station	0	15	45	45	45	45			226												
132	Railway Stations - Improvements - Partnership with Rail Companies	0	1	2	2	2	2		15	15				15	15							
277/B	Huntingdon Bus Station - Repairs & Improvements	2	2	2	2	2	2															
277/B	Huntingdon Bus Station - Repairs & Improvements	-1							39													
278/B	SI Ives Bus Station - repairs & improvements	2	2	2	2	2	2															
278/B	SI Ives Bus Station - repairs & improvements	-1							29													
399	Concessionary Fares - Rural study	0	0	0	0	0	0															
399	Concessionary Fares - Rural study	15																				
400	Bus Shelters - extra provision	8	13	18	23	27	28		33	33	33	33	33									
400	Bus Shelters - extra provision	-1							32													
625	Huntingdon Bus Station						12															
	<b>Car Parks</b>																					
2	Car Park Income - Growth	-162	-171	-171	-171	-171	-171															
14	Environmental Improvements Phase 5	4	6	6	6	6	6		21	21												
14	Environmental Improvements Phase 5	-1							27													
17/B	Fensington Car Park	3	3	3	3	3	3															
17/B	Fensington Car Park	0							15													
166/B	SI Needs - Cambridge Road Car Park	0	0	4	6	6	6				75											
226/B	Hand held data capture	0	0	0	0	0	0															
226/B	Hand held data capture	0	0	0	0	0	0															
461	Car Park Repairs	0	0	0	0	0	0															
461	Car Park Repairs	-89	-26	52	-86	-88	-88			-81												
480	Implementation of car park strategy	87	-92	-92	-112	-112	-112															
480	Implementation of car park strategy	55	55	55	55	55	55															
508	Waitrose Car Park SI Needs	-25	-25	-25	-25	-25	-25															
508	Waitrose Car Park SI Needs	5	5	5	5	5	5															
515	Collection of Car Park Income																					
628	Car Park - Sainsburys - NNDR	14	14	21	21	21	21															
628	Car Park - Sainsburys - NNDR	7																				
	<b>Environmental Improvements</b>																					
	SI Ives Town Centre Phase 1	0	0	0	0	0	0															
49	Huntingdon Town Centre 2 - High St etc	9	34	55	55	55	55		189	841										60		
49	Huntingdon Town Centre 2 - High St etc	-1							26													
49	Huntingdon Town Centre 2 - High St etc	-4	-15	-11	-11	-11	-11		-150	-300												
49	Huntingdon Town Centre 2 - High St etc																					

Bid Number	Annex A	Net Revenue Impact						Net Capital						External Capital Contributions											
		2004/		2005/		2006/		2007/		2008/		2009/		2004/		2005/		2006/		2007/		2008/		2009/	
		2004/	2005/	2006/	2007/	2008/	2009/	2004/	2005/	2006/	2007/	2008/	2009/	2004/	2005/	2006/	2007/	2008/	2009/	2004/	2005/	2006/	2007/	2008/	2009/
50	Ramsey Great Whyte - Phase 2	1	6	10	10	10	10	10	10	10	10	10	21	154											
51	Ramsey Little Whyte	2	5	7	7	7	7	7	7	7	7	7	21	103											
52	SI Ives Town Centre 2 - Completion	3	3	3	3	3	3	3	3	3	3	3													
53	SI Ives Town Centre 2 - Completion													500											
104	Yaxley - Broadway Area	8	8	8	8	8	8	8	8	8	8	8	63	63											
104	Oxmoor	9	12	13	13	13	13	13	13	13	13	13	47	47											
104	Oxmoor	-1																							
104	Part transfer to Oxmoor Biodiversity	-1	-1	-1	-1	-1	-1	-1	-1	-1	-1	-1													
633	Oxmoor Biodiversity	1	1	1	1	1	1	1	1	1	1	1													
633	Oxmoor Biodiversity												10	10											
157 & 392/510	Small Scale - District Wide Partnership	12	16	20	25	29	31	31	31	31	31	31	82	82	82	82	82	82	82	82	82	82	82	82	
178	Huntingdon - Town Gateways Pilot	4	6	6	6	6	6	6	6	6	6	6	108	108											
231/386/431/4	Huntingdon - Town Gateways Pilot	-4	-6	-6	-6	-6	-6	-6	-6	-6	-6	-6	-108	-108											
85	AJC Small scale improvements	10	15	20	25	31	33	33	33	33	33	33	103	103	103	103	103	103	103	103	103	103	103	103	
231/386/431/4	AJC Small scale improvements	-3											102	102											
240/8	Oxmoor Kent Road Improvements	30	40	40	40	40	40	40	40	40	40	40	410	410											
240/8	Oxmoor Kent Road Improvements												14	14											
240/8	Oxmoor Kent Road Improvements	6	12	12	12	12	12	12	12	12	12	12	243	243											
382	SI Neots	0	0	0	1	3	3	3	3	3	3	3													
382	SI Neots																								
383&486	Village Residential Areas	0	0	0	1	-3	-3	-3	-3	-3	-3	-3													
241/8	Heart of Oxmoor	15	34	41	41	41	41	41	41	41	41	41	450	450	300	300	300	300	300	300	300	300	300	300	
241/8	Delete to farm combined bid	-15	-34	-41	-41	-41	-41	-41	-41	-41	-41	-41	-450	-450	-300	-300	-300	-300	-300	-300	-300	-300	-300	-300	
421	Sale of surplus land on Oxmoor	-9	-25	-36	-40	-40	-40	-40	-40	-40	-40	-40	-350	-350	-150	-150	-150	-150	-150	-150	-150	-150	-150	-150	
421	Delete to farm combined bid	9	25	36	40	40	40	40	40	40	40	40	350	350	150	150	150	150	150	150	150	150	150	150	
421/A & 241/B	Heart of Oxmoor Combined Bid (Net)	6	9	5	1	1	1	1	1	1	1	1	100	100	0	0	0	0	0	0	0	0	0	0	
421/A & 241/B C	Heart of Oxmoor Variation	2	-6	-15	-1	-1	-1	-1	-1	-1	-1	-1	645	645	-938	554	554	554	554	554	554	554	554	554	
421/A & 241/B C	Heart of Oxmoor Variation	-10	1	-21	-27	-27	-27	-27	-27	-27	-27	-27	-403	-403	819	-263	-263	-263	-263	-263	-263	-263	-263	-263	
488	Huntingdon Riverside	0	0	0	0	0	5	10	10	10	10	10													
489	SI Neots and Eynesbury	0	0	0	0	0	3	5	5	5	5	5													
603	AJC Joint Funded Small Scale Schemes																								
604	Almond Rd. SI Neots Environmental Imp.																								
605	Small Scale Environmental Schemes																								
	<b>Administrative Services</b>																								
105/8	Parish & Parliamentary Boundary Reviews	10	10	10	0	0	0	0	0	0	0	0													
200/8	District Council Elections	90	-80	0	0	0	0	0	0	0	0	0													
305/8	Land Charges - Lower Income	85	85	85	85	85	85	85	85	85	85	85													
325	Home Sellers Pack	-8	-8	-8	-8	-8	-8	-8	-8	-8	-8	-8													
325	Home Sellers Pack	8	8	8	8	8	8	8	8	8	8	8													
638	Land Charges - Increased Fees	-100	-100	-100	-100	-100	-100	-100	-100	-100	-100	-100													

Bid Number	Annex A	Net Revenue Impact						Net Capital						External Capital Contributions											
		2004/		2005/		2006/		2007/		2008/		2009/		2004/		2005/		2006/		2007/		2008/		2009/	
		2005	2006	2007	2008	2009	2010	2005	2006	2007	2008	2009	2010	2005	2006	2007	2008	2009	2010	2005	2006	2007	2008	2009	2010
£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
	<b>Local Taxation and Benefits</b>																								
444	Council Tax Clerk - growth in number of houses	14	14	14	14	14	14	14	14	14	14	14													
	Council Tax Revaluation	0	0	0	0	0	0	0	0	0	0	0											32	10	
	<b>Corporate Management</b>																								
213/B	Mobile Information Unit	8	8	8	8	8	8	8	8	8	8	8													
490	External and Internal Communications	30	30	30	30	30	30	30	30	30	30	30													
491	Communications and Information - Student Placement	9	15	15	15	15	15	15	15	15	15	15													
	<b>Democratic Representation</b>																								
99	Members' Support Assistant	10	17	17	17	17	17	17	17	17	17	17													
99	Members' Support Assistant	-10	-17	-17	-17	-17	-17	-17	-17	-17	-17	-17													
449	Members Allowances Review	0	0	0	0	0	0	0	0	0	0	0													
627	Members Allowances	19	22	22	22	22	22	22	22	22	22	22													
	<b>Technical</b>																								
	Increase in staff time charged to capital	0	0	0	0	0	0	0	0	0	0	0													
	Revenue Contingency	-96	-96	-96	-96	-96	-96	-96	-96	-96	-96	-96													
	Other	3	1	4	2	2	2	2	2	2	2	2													
	Commutation Adjustment	213	191	122	123	123	123	123	123	123	123	123													
	Commutation	400	600	500	700	800	800	800	800	800	800	800													
	<b>Commutation - Change of treatment</b>																								
	Capital Inflation (04/05)	10	-74	153	72	48	135	72	48	135	72	48	399	323	280	171	102	18							
	Capital Inflation (05/06)	20	53	83	99	115	126	115	126	115	126	115	590	734	495	145	454								
	Benefits Grant	-17	-36	-36	-26	-22	-7	-22	-7	-22	-7	-22	-497	-226	226	161	6	583							
	VAT Non-reclaimable capital	-1,267	-1,192	-1,053	-1,079	-1,106	-1,134	-1,106	-1,134	-1,106	-1,134	-1,106													
	VAT Non-reclaimable capital	12	15	19	21	21	21	21	21	21	21	21	90	50	93										
	Interest Adjustment	4	10	12	12	12	14	12	14	12	14	12	162	94	-31	15	16	34							
	Interest Adjustment (Forecast)	-295	-334	-139	122	371	371	371	371	371	371	371													
	Revenue Inflation	-114	-168	-152	-365	-390	-139	-390	-139	-390	-139	-390													
	Revenue Inflation	939	1,904	2,707	3,801	4,739	4,739	4,739	4,739	4,739	4,739	4,739													
	Revenue Inflation	-354	-257	-401	-289	-861	-861	-861	-861	-861	-861	-861													
	Revenue Inflation	452	350	247	96	-103	-103	-103	-103	-103	-103	-103													
	Pensions	300	400	400	400	400	400	400	400	400	400	400													
	Pensions	-100	-100	-100	-100	-100	-100	-100	-100	-100	-100	-100													
	<b>Operations Division</b>																								
192/C	Hired Staff Saving (Operational Services)	-6	-6	-6	-6	-6	-6	-6	-6	-6	-6	-6													
192/C	Vehicle fleet replacements.	3	-164	-143	-135	-124	-118	-124	-118	-124	-118	-124	48	1,443	196	166	273								
232	Vehicle fleet replacements.	-1	0	1	3	3	3	3	3	3	3	3													
232	Godmanchester Depot Repairs	0	0	1	3	3	3	3	3	3	3	3													
232	Godmanchester Depot Repairs	0	0	-1	-3	-3	-3	-3	-3	-3	-3	-3													
248	St Ives Octagon Depot	0	0	1	3	3	3	3	3	3	3	3													
248	St Ives Octagon Depot	0	0	-1	-3	-3	-3	-3	-3	-3	-3	-3													
249	St Ives Caxton Road Depot	0	0	1	2	2	2	2	2	2	2	2													
267/B	Vehicle Tracking	0	20	32	32	32	32	32	32	32	32	32													
267/B	Vehicle Tracking	-20	-32	-32	-32	-32	-32	-32	-32	-32	-32	-32													
276 & 301	Contact Tracking	7	7	7	12	12	12	12	12	12	12	12													

Annex A			Net Revenue Impact							Net Capital							External Capital Contributions						
Bid Number	2004/2005 £000	2005/2006 £000	2006/2007 £000	2007/2008 £000	2008/2009 £000	2009/2010 £000	2010/2011 £000	2004/2005 £000	2005/2006 £000	2006/2007 £000	2007/2008 £000	2008/2009 £000	2009/2010 £000	2010/2011 £000	2004/2005 £000	2005/2006 £000	2006/2007 £000	2007/2008 £000	2008/2009 £000	2009/2010 £000			
462		6	6	6	6	6	6																
514		32	32	32	32	32	32																
516		29	29	29	29	29	29																
518		4	4	4	4	4	4																
128		4	4	4	4	4	4																
128		-3	-3	-3	-3	-3	-3																
300		9	165	397	480	480	480	250	6,000	3,300													
300		-1						46															
496		22	22	22	22	22	22																
497		20	20	20	20	20	20																
513		9	9	9	9	9	9																
492		6	6	6	6	6	6																
493		20	0	0	0	0	0																
493		-18	4	4	4	4	4	74															
494		3	36	39	40	40	40	100	50	50													
495		0	18	29	40	43	43	100	100	350	100												
600		157	158	166	168	168	168	45	100														
600		-12	5	-3	-2	0	0	69	-100	100													
601		70	81	88	98	107	115	162	266	140	220												
601		-35	-1	-3	-5	-6	-7	229	58	-116	10	-70	150										
630		442	729	764	826	827	827	1,180	814	206	65				200								
634		-153	17	64	15	15	15	-240	264	218					150	150							
634											1	9											
207		-2	-2	-1	0	0	0																
256		30	25	25	25	25	25																
256		13	24	24	24	24	24																
359		-13	-24	-24	-24	-24	-24																
380/08		26	26	0	0	0	0																
450		0	0	0	0	8	8																
452		0	1	1	1	1	1		26														
453		21	36	36	36	36	36																
455		-1	-1	-1	-1	-1	-1																
456		0	0	0	0	0	0																
457		0	0	0	0	0	0																
629		8	8	8	8	8	8																
644		11	11	11	11	11	11																
		14	18	18	18	18	18																
		16,403	18,722	20,691	21,776	23,413	25,158	16,334	23,313	13,637	4,450	5,527	6,218		5,633	4,571	722	710	665	605			
		<b>Proposed Plan</b>																					





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<b>BASE BUDGET REVIEW</b>		<b>Bid No.</b>	<b>Description</b>	<b>2004/ 2005</b>	<b>2005/ 2006</b>	<b>2006/ 2007</b>	<b>2007/ 2008</b>	<b>2008/ 2009</b>	<b>2009/ 2010</b>
				<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>PERSONNEL</b>			Recruitment and Retention	-10	-10	-10	-10	-10	-10
			Pensions Increase	-10	-10	-10	-10	-10	-10
<b>ADMIN SERVICES</b>			Land Charges additional income from search fees	-45	-45	-45	-45	-45	-45
			District Council elections		-10	-10	-10	-10	-10
			Publication of Forward Plan	-3	-3	-3	-3	-3	-3
<b>LEGAL SERVICES</b>			Additional income	-10	-10	-10	-10	-10	-10
			Consultancy budget	-5	-5	-5	-5	-5	-5
<b>POLICY</b>			Corporate Initiatives	-1	-1	-10	-10	-10	-10
			Performance Management		-8	-8	-8	-8	-8
			Economic Development / Town Centre Management	-5	-5	-5	-5	-5	-5
			Community Strategy	-5	-5	-5	-5	-5	-5
<b>OPERATIONS</b>			Agency staff savings due to Interim Service Employee use	-30	-30	-30	-30	-30	-30
Refuse and Recycling			Tickets now at net nil cost due to advertising contract	-10	-10	-10	0	0	0
Car Parks			Removed - not required after 2004/05		-10	-10	-10	-10	-10
Risk Assessment - Tree Survey	62		Removed - no longer required	-32	-32	-32	-32	-32	-32
Agency labour	514		Removed excess lease payments	-56	-32	-13	-13	-13	-13
Vehicle Replacement Programme	195C				-32	-13	-13	-13	-13
<b>ENVIRONMENTAL HEALTH</b>			Abandoned Vehicles	-20	-20	-20	-20	-20	-20

Service	Bid No.	Description	2004/	2005/	2006/	2007/	2008/	2009/
			2005	2006	2007	2008	2009	2010
			£000	£000	£000	£000	£000	£000
<b>PLANNING SERVICES</b>								
Development Control		General sales	-1	-1	-1	-1	-1	-1
		Application fee income	-50	-50	-50	-50	-50	-50
		Sign removal	-3	-3	-3	-3	-3	-3
<b>HOUSING SERVICES</b>								
		Staff Saving	0	-14	-14	-14	-14	-14
<b>ENVIRONMENT AND TRANSPORT</b>								
		Highways Agency		-41	-41	-41	-41	-41
		Drainage Engineer		14	14	14	14	14
		Admin Post		36	-21	-21	-21	-21
<b>REVENUE SERVICES</b>								
		subsidy adjustment and fraud awards	-70	-90	-90	-90	-90	-90
		Bank Charges extra cost	16	20	20	20	20	20
		Cashiers salaries	-20	-20	-20	-20	-20	-20
<b>IMD</b>								
		Desk Top rationalisation	-20	-20	-20	-20	-20	-20
<b>COMMUNITY SERVICES</b>								
Parks & Open Spaces	131	Publicity	-3	-3	-3	-3	-3	-3
Countryside Services		Additional income - review of charges and better utilisation.	-2	-2	-2	-2	-2	-2
Leisure Centres		Price Increase - Exercise Referrals		-3	-3	-3	-3	-3
Leisure Development		Expenditure – £2k transport, £3k software lease savings	-5	-5	-5	-5	-5	-5
Community Initiatives		Health for Hunts – Yaxley £7k (this year only).	-7					

Service	Bid No. Description									
	2004/ 2005 £000	2005/ 2006 £000	2006/ 2007 £000	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000				
Tourism Services										
	-4	-4	-4	-4	-4	-4				
Additional ticket sales										
Rent budget too high	-2	-2	-2	-2	-2	-2				
Hardware/software and consultation/surveys	-3	-3	-3	-3	-3	-3				
<b>FINANCIAL SERVICES</b>										
Accountancy delete 1.5 posts	-42	-29	-29	-29	-29	-29				
Audit cost of regrading	6	11	11	11	11	11				
Credit Rating no longer required	-11	-11	-11	-11	-11	-11				
Unallocated balance on M&A	-70	-40	-40	-40	-40	-40				
Reduction in FMS provision	-20	-20	-20	-20	-20	-20				
Removal of departmental contingency	-25	-25	-25	-25	-25	-25				
Reduced external audit fees	-25	-25	-25	-25	-25	-25				
Funding of procurement manager post	35	35	35	35	35	35				
<b>Total</b>	<b>-557</b>	<b>-523</b>	<b>-588</b>	<b>-578</b>	<b>-578</b>	<b>-578</b>				

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## Annex C

<b>FINANCIAL SUMMARY</b>	Forecast	Budget	MTP			
	2004/ 2005 £000	2005/ 2006 £000	2006/ 2007 £000	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000
Approved Budget and MTP	16,828	18,880	20,697	22,409	23,923	23,995
MTP Variations	-425	-158	-6	-633	-510	1,164
<b>Sub-total (Annex A)</b>	<b>16,403</b>	<b>18,722</b>	<b>20,691</b>	<b>21,776</b>	<b>23,413</b>	<b>25,159</b>
<b>Other Variations</b>						
Cashable Efficiency Savings Target		-402	-826	-1273	-1307	-1,342
Base Budget Reductions (adjusted)	-557	-523	-588	-578	-578	-578
Inflation on revenue variations	0	27	73	31	29	21
Interest adjustment	-340	-567	-659	-713	-784	-891
2003/04 Capital savings	-17	-17	-17	-17	-17	-17
2003/04 Spending brought forward	960					
Extra pension contributions			96	180	300	360
Extra recycling costs	40	120	120	120	120	120
2004/05 Forecast Outturn	196					
<b>TOTAL NET SPENDING</b>	<b>16,685</b>	<b>17,360</b>	<b>18,890</b>	<b>19,526</b>	<b>21,176</b>	<b>22,832</b>
<b>FUNDING</b>						
Forecast Government Support	-8,731	-9,231	-9,742	-10,265	-10,670	-11,251
Consultation		-285	-253	-216	-302	32
Final						
<b>Total Government Support</b>	<b>-8,731</b>	<b>-9,516</b>	<b>-9,995</b>	<b>-10,481</b>	<b>-10,972</b>	<b>-11,219</b>
Collection Fund Deficit	14	4				
Council Tax	-5,308	-6,043	-6,790	-7,552	-8,328	-9,120
Contribution from Revenue Reserves	-2,660	-1,805	-2,105	-1,493	-1,876	-2,493
<b>TOTAL FUNDING</b>	<b>-16,685</b>	<b>-17,360</b>	<b>-18,890</b>	<b>-19,526</b>	<b>-21,176</b>	<b>-22,832</b>

COUNCIL TAX	£	£	£	£	£	£
Band D Equivalent	56,149	56,718	57,278	57,850	58,429	59,013
<b>COUNCIL TAX</b>	<b>94.54</b>	<b>106.54</b>	<b>118.54</b>	<b>130.54</b>	<b>142.54</b>	<b>154.54</b>
Increase %	14.5%	12.7%	11.3%	10.1%	9.2%	8.4%

<b>Interest</b>	<b>-3,609</b>	<b>-2,951</b>	<b>-1,931</b>	<b>-1,476</b>	<b>-1,244</b>	<b>-917</b>
Total Net Spending excluding interest	20,294	20,311	20,821	21,003	22,419	23,748

<b>Remaining reserves (end of year)</b>						
Revenue	17,312	15,507	13,402	11,909	10,034	7,541
Capital	43,038	27,825	16,888	14,638	10,611	5,393

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Service Budgets	2004/05		2005/06
	Original	Forecast	Budget
<b>Environmental Services</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Refuse Collection	2,733	2,559	3,212
Recycling	938	1,097	1,262
Street Cleansing & Litter	1,224	1,187	1,250
Drainage & Sewers	477	490	598
Public Conveniences	425	382	260
Environmental Health	1,687	1,635	1,840
	<b>7,484</b>	<b>7,350</b>	<b>8,424</b>
<b>Planning</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Development Control	1,044	1,143	1,055
Building Control	242	264	258
Planning Policy & Conservation	1,098	1,168	1,207
Markets	-91	-84	-86
Economic Development	934	726	1,143
Planning Delivery Grant	-207	-242	-133
	<b>3,020</b>	<b>2,974</b>	<b>3,444</b>
<b>Community Services</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Corporate Events	236	311	179
Countryside	467	489	510
Tourism	395	410	419
Community Initiatives	645	745	867
Parks	1,319	1,403	1,493
Leisure Policy	379	408	375
Leisure Centres	2,453	2,753	2,843
	<b>5,894</b>	<b>6,520</b>	<b>6,687</b>
<b>Housing Services</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Housing Services	563	614	646
Private Housing Support	1,034	2,434	2,285
Homelessness	509	534	578
Housing Benefits	377	380	585
	<b>2,482</b>	<b>3,963</b>	<b>4,094</b>
<b>Community Safety</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Community Safety	1,135	1,125	1,185
	<b>1,135</b>	<b>1,125</b>	<b>1,185</b>
<b>Highways &amp; Transportation</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Transportation Strategy	726	685	854
Public Transport	334	347	375
Highways Services	258	262	89
Car Parks	-118	8	-19
Environmental Improvements	490	662	645
	<b>1,690</b>	<b>1,964</b>	<b>1,944</b>
<b>Corporate Services</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Administrative Services	292	297	23
Local Taxation & Benefits	764	753	869
Corporate Management	2,670	2,483	2,302
Democratic Representation	972	1,005	1,086
	<b>4,698</b>	<b>4,537</b>	<b>4,280</b>
<b>Other Expenditure</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Contingency	78	64	-353
Other Expenditure	-6,564	-8,203	-9,393
Investment Interest	-3,090	-3,609	-2,951
	<b>-9,576</b>	<b>-11,748</b>	<b>-12,697</b>
<b>Council Total</b>	<b>16,828</b>	<b>16,685</b>	<b>17,360</b>

Service Budgets	2004/05		2005/06
	Original	Forecast	Budget

Environmental Services		£000	£000	£000
Refuse Collection	Domestic Refuse	2,690	2,505	3,188
	Refuse Policy	57	73	40
	Trade Refuse	-15	-19	-16
		<b>2,733</b>	<b>2,559</b>	<b>3,212</b>
Recycling	Green Waste	61	85	87
	Recycling Kerbside Collections	685	842	983
	Recycling Policy	164	139	183
	Recycling Sites	29	30	10
		<b>938</b>	<b>1,097</b>	<b>1,262</b>
Street Cleansing & Litter	Fly Poster/Graffiti Removal	41	41	43
	Litter Control	83	84	89
	Street Cleansing Operations	1,052	1,024	1,078
	Street Cleansing Policy	10	10	11
	Weed Control	38	28	29
		<b>1,224</b>	<b>1,187</b>	<b>1,250</b>
Drainage & Sewers	Environmental Emergencies	0	0	0
	Internal Drainage Boards	242	261	307
	Septic Tanks & Nightsoil	10	10	10
	Watercourses	225	219	282
		<b>477</b>	<b>490</b>	<b>598</b>
Public Conveniences	Public Conveniences	425	382	260
		<b>425</b>	<b>382</b>	<b>260</b>
Environmental Health	Abandoned Vehicles	83	56	68
	Air Quality	64	57	72
	Animal Welfare	105	109	129
	Burials Under Health Acts	1	1	1
	Caravans And Camping	5	5	5
	Contaminated Land	120	147	139
	Eh Health & Safety	214	167	218
	Energy Efficiency	113	109	127
	Environmental Health General	12	13	13
	Food Safety	438	395	474
	Health Promotion	88	84	89
	Nuisances	239	251	268
	Pest Control	86	79	90
	Private Housing Eh	108	153	133
Travellers	10	11	14	
		<b>1,687</b>	<b>1,635</b>	<b>1,840</b>
		<b>7,484</b>	<b>7,350</b>	<b>8,424</b>

Service Budgets		2004/05		2005/06
		Original	Forecast	Budget
<b>Planning</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Development Control	Advice	378	373	371
	Alconbury Appeal	83	157	7
	Appeals	62	74	77
	Application Processing	247	217	259
	Dev Control Panel	67	62	66
	Enforcement	161	201	211
	Environmental Assessment	0	0	0
	S106 Agreements Administration	47	59	63
		<b>1,044</b>	<b>1,143</b>	<b>1,055</b>
Building Control	Bc Advice	146	160	165
	Bc Applications	52	61	73
	Bc Best Value Review	0	0	0
	Bc Promotion & Enforcement	19	17	18
	Sustainable Construction	25	25	1
		<b>242</b>	<b>264</b>	<b>258</b>
Planning Policy & Conservation	Biodiversity Action Plan	6	6	1
	Cambs Historic Churches Trust	3	3	3
	Cambs Sub Region Infr	18	19	19
	Conservation Management	83	95	101
	Conservation Technical Support	65	44	47
	Kimbolton Small Works	2	2	2
	Listed Buildings	155	144	132
	Local Plan	518	526	532
	Parish Plans	10	13	13
	Ramsey Rural Renewal	0	41	73
	Rural Renewal N & E Hunts	17	3	3
	St Neots Cap Scheme	3	1	1
	Strategic & Regional Planning	88	87	85
	Structure Plan	1	12	13
	Town Centre Vision	1	36	38
	Trees	128	135	143
		<b>1,098</b>	<b>1,168</b>	<b>1,207</b>
Markets	Farmers Markets	1	-2	-2
	Huntingdon Market	-41	-33	-36
	Markets Management	35	37	39
	Ramsey Market	-2	-2	-2
	St Ives Bank Holiday Market	-36	-34	-37
	St Ives Market	-47	-51	-49
	St Neots Market	0	0	0
		<b>-91</b>	<b>-84</b>	<b>-86</b>
Economic Development	Business & Enterprise Support	217	223	193
	Industrial Properties	-143	-94	-98
	Miscellaneous Properties	155	275	273
	N N D R Discretionary Relief	35	35	36
	Town Centre Management	671	287	739
		<b>934</b>	<b>726</b>	<b>1,143</b>
Planning Delivery Grant	Planning Delivery Grant	-375	-486	-371
	Planning Grant Unallocated	168	244	238
		<b>-207</b>	<b>-242</b>	<b>-133</b>
		<b>3,020</b>	<b>2,974</b>	<b>3,444</b>

Service Budgets		2004/05		2005/06
		Original	Forecast	Budget
<b>Community Services</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Corporate Events	Leisure Grants	185	288	157
	Priory Centre	51	23	23
		<b>236</b>	<b>311</b>	<b>179</b>
Countryside	Barford Road Pocket Park	0	2	2
	Countryside Management	150	150	157
	Hinchingbrooke Country Park	183	203	212
	Holt Island	2	2	2
	Ouse Valley Way	2	2	2
	Paxton Pits	102	102	105
	Paxton Pits R&R Fund	2	2	2
	Spring Common	26	25	26
		<b>467</b>	<b>489</b>	<b>510</b>
Tourism	Accommodation Guide	10	-6	10
	Brown Signs	8	16	8
	Discover Cambridgeshire	1	2	1
	District Promotion	76	75	82
	Eetb Domestic Marketing	2	3	2
	Eetb Overseas Marketing	3	4	3
	Familiarisation Trips (Tic)	3	6	3
	Family Pack	3	1	3
	Gardens & Nature Leaflet	0	6	0
	Group Travel Guide	0	13	0
	History & Heritage Leaflet	0	6	0
	Mini Guides	6	9	6
	Newsletter	1	2	1
	Out & About	6	0	6
	Ramsey Tic	0	1	3
	Tip Posters	5	5	5
	Tip Renewal & Repair	5	4	5
	Tourist Services	265	262	278
	Web Development	3	3	3
		<b>395</b>	<b>410</b>	<b>419</b>
Community Initiatives	Com Initiatives - Housing	68	77	83
	Com Initiatives - Leisure	68	71	76
	Community Strategy	43	40	37
	Equal Opportunities	29	29	30
	Health For Huntingdonshire	5	6	5
	Health For Hunt Yaxley	10	5	2
	Healthy Living Centre	0	0	0
	Hunts Learning Partnership	23	23	24
	Local Agenda 21	41	38	46
	Miscellaneous Grants	273	276	284
	Oxmoor Action Plan	0	42	175
	Yaxley Community Project	62	65	68
	Young Peoples Project	22	75	37
		<b>645</b>	<b>745</b>	<b>867</b>
Parks	Highways Amenities	37	37	39
	Parks Contracts	761	774	782
	Parks Management	482	550	630
	Pavillions	39	42	42
		<b>1,319</b>	<b>1,403</b>	<b>1,493</b>
Leisure Policy	Arts Development	178	193	151
	Leisure Development	189	203	211
	Policy And Strategic Mgt	12	13	13
		<b>379</b>	<b>408</b>	<b>375</b>
Leisure Centres	Huntingdon Leisure Centre	447	546	518
	Leisure Centres Overall	85	24	24
	Ramsey Leisure Centre	302	439	398
	Sawtry Leisure Centre	349	368	410
	St Ivo Leisure Centre	723	794	855
	St Neots Leisure Centre	547	582	638
		<b>2,453</b>	<b>2,753</b>	<b>2,843</b>
		<b>5,894</b>	<b>6,520</b>	<b>6,687</b>

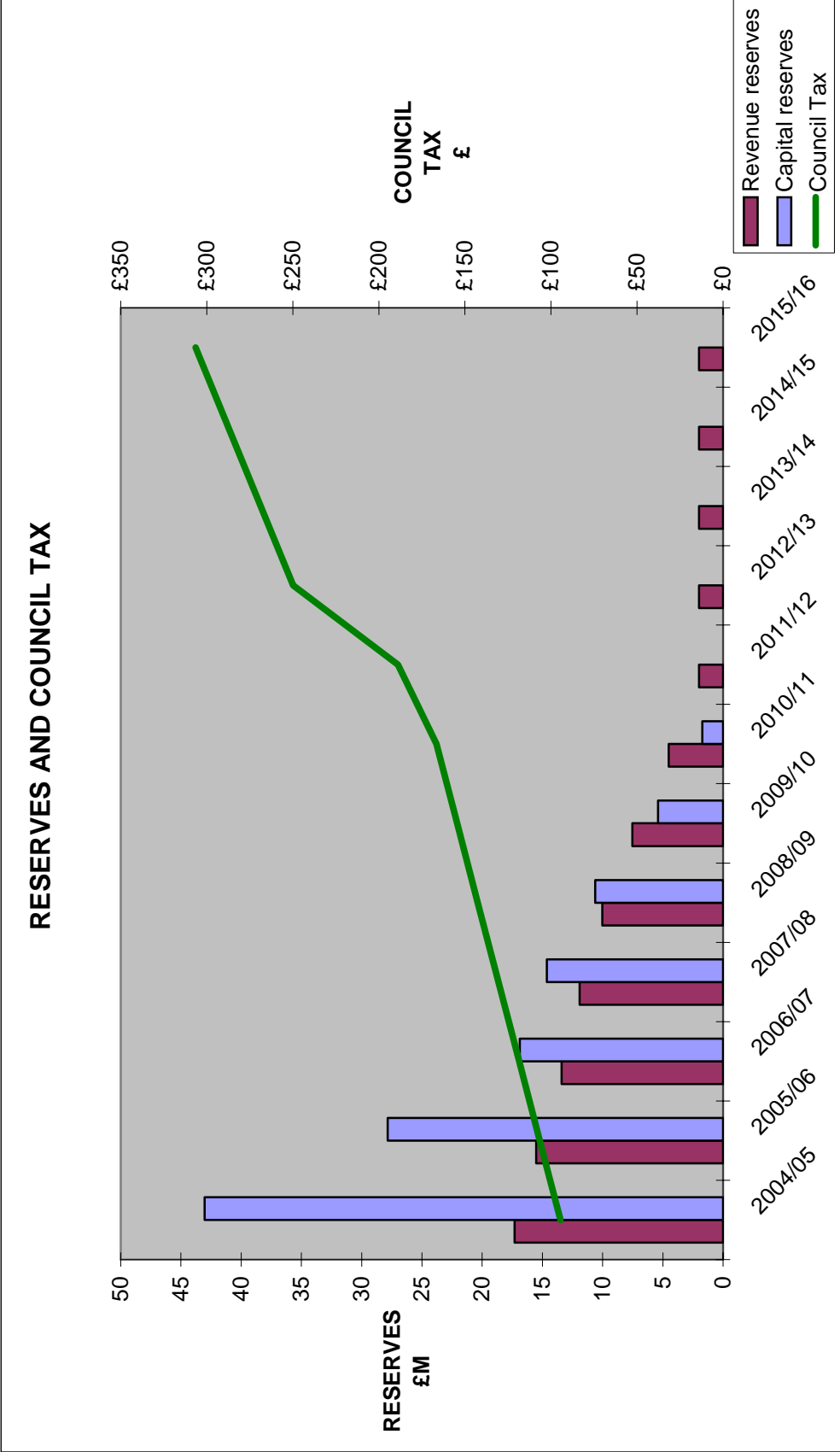
Service Budgets		2004/05		2005/06
		Original	Forecast	Budget
<b>Housing Services</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Housing Services	Common Housing Register	6	6	17
	Contributions To H R A	22	19	26
	Housing Advances	3	11	12
	Housing Advice	100	97	103
	Housing Developments	18	11	14
	Housing Strategy	211	210	205
	Mobile Home Park	5	35	15
	Publicising Housing Services	6	6	6
	Waiting List	191	219	246
		<b>563</b>	<b>614</b>	<b>646</b>
Private Housing Support	Home Improvement Agency	71	71	79
	Housing Associations	141	849	918
	Housing Surveys	80	30	7
	Renovation/Improvement Grants	742	1,483	1,281
		<b>1,034</b>	<b>2,434</b>	<b>2,285</b>
Homelessness	Homelessness Management	311	344	381
	Homeless Young Persons Advisor	5	2	3
	Hostel Support	65	65	67
	Rental Deposit Scheme	21	24	25
	Supporting People Scheme	24	24	25
	Temp Accommodation - B&B	83	75	78
		<b>509</b>	<b>534</b>	<b>578</b>
Housing Benefits	Housing Benefits Admin	374	296	410
	Rent Allowance Local Scheme	84	37	38
	Rent Allowance National Scheme	-59	-44	-32
	Temporary Accomodation Support	-22	92	169
		<b>377</b>	<b>380</b>	<b>585</b>
		<b>2,482</b>	<b>3,963</b>	<b>4,094</b>
<b>Community Safety</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Community Safety	C C T V	696	687	717
	Community Partnership	439	438	467
		<b>1,135</b>	<b>1,125</b>	<b>1,185</b>
		<b>1,135</b>	<b>1,125</b>	<b>1,185</b>

Service Budgets		2004/05		2005/06
		Original	Forecast	Budget
<b>Highways &amp; Transportation</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Transportation Strategy	Accessibility Improvements	0	16	26
	Cycle Routes	0	40	43
	Cycle Shelters	0	18	25
	Environmental Management	22	22	23
	Transportation Developments	572	454	567
	Transportation Grants	24	24	50
	Transportation Strategy	108	110	123
		<b>726</b>	<b>685</b>	<b>854</b>
Public Transport	Bus Shelters	14	11	31
	Concessionary Fares	236	248	246
	Huntingdon Bus Station	47	54	64
	Rail Passes	3	4	5
	St Ives Bus Station	33	29	30
		<b>334</b>	<b>347</b>	<b>375</b>
Highways Services	Highways Cyclic Mtce	1	1	0
	Highways Management	257	261	89
	Highways R&R Schemes	0	0	-0
		<b>258</b>	<b>262</b>	<b>89</b>
Car Parks	Car Park Management	-293	-147	-219
	Car Park Policy	175	155	200
		<b>-118</b>	<b>8</b>	<b>-19</b>
Environmental Improvements	Env Imps Feasibility Studies	21	22	35
	Env Imps Management	57	55	72
	Environmental Imps Renewals	9	9	10
	Gazebo R&R	1	1	1
	Godmanchester Env Improvements	7	7	7
	Huntingdon Env Improvements	137	118	169
	Other Schemes	4	4	4
	Ramsey Env Improvements	12	12	22
	Small Scale Env Improvements	65	257	160
	Somersham Env Improvements	5	5	5
	St Ives Env Improvements	67	65	65
	St Neots Env Improvements	96	96	96
Yaxley Env Improvements	9	10	0	
		<b>490</b>	<b>662</b>	<b>645</b>
		<b>1,690</b>	<b>1,964</b>	<b>1,944</b>

Service Budgets		2004/05		2005/06
		Original	Forecast	Budget
<b>Corporate Services</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Administrative Services	District Elections	192	168	41
	Elections Periodic Review	26	22	22
	Electoral Registration	155	149	164
	Emergency Planning	47	47	63
	Land Charges	-155	-141	-324
	Licences	10	18	14
	National & County Elections	1	23	31
	Parish Elections	18	12	13
		<b>292</b>	<b>297</b>	<b>23</b>
Local Taxation & Benefits	Council Tax	773	767	852
	Council Tax Benefits	37	19	45
	N N D R Administration	-46	-33	-29
		<b>764</b>	<b>753</b>	<b>869</b>
Corporate Management	Bank Charges	24	40	53
	Best Value	163	117	180
	Customer First	510	287	365
	External Audit	131	107	110
	Information & Promotion	569	299	459
	Local Council Support	17	12	13
	Pensions	184	174	178
	Policy And Strategy	741	825	795
	Public Accountability	86	90	61
	System & Asset Management	91	92	91
	Telecommunications	0	0	0
	Unallocated Central Overheads	153	439	-2
		<b>2,670</b>	<b>2,483</b>	<b>2,302</b>
Democratic Representation	Corporate Committees	234	238	254
	Corporate Subscriptions	28	26	29
	Member Expenses & Allowances	389	405	418
	Member Support	304	318	367
	Twinning	17	18	18
		<b>972</b>	<b>1,005</b>	<b>1,086</b>
		<b>4,698</b>	<b>4,537</b>	<b>4,280</b>
<b>Other Expenditure</b>		<b>£000</b>	<b>£000</b>	<b>£000</b>
Contingency	Efficiency Savings Contingency	0	0	-402
	General Contingency	127	62	132
	Other Contingencies	-48	3	-83
		<b>78</b>	<b>64</b>	<b>-353</b>
Other Expenditure	Capital Charges Reversed	-6,378	-7,732	-8,893
	Commutation Transfer	-399	-399	-323
	Pensions Liabilities Reversed	0	-538	-537
	V A T Partial Exemption	213	465	360
		<b>-6,564</b>	<b>-8,203</b>	<b>-9,393</b>
Investment Interest	Interest Paid	45	45	45
	Interest Received	-3,135	-3,654	-2,996
		<b>-3,090</b>	<b>-3,609</b>	<b>-2,951</b>
		<b>-9,576</b>	<b>-11,748</b>	<b>-12,697</b>

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**CIPFA PRUDENTIAL CODE FOR CAPITAL FINANCE  
IN LOCAL AUTHORITIES  
PRUDENTIAL INDICATORS FOR 2005/06**

**CAPITAL EXPENDITURE**

**1. Actual and Estimated Capital Expenditure**

	<b>2003/4 Actual £000</b>	<b>2004/5 Forecast £000</b>	<b>2005/6 Estimate £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
Gross*	8,400	21,967	27,884	14,359	5,160
Net	7,356	16,334	23,313	13,637	4,450

\* excludes investments

**2. The proportion of the budget financed from government grants and council tax that is spent on interest**

The negative figures reflect that the Authority is a net investor and so the interest earned is used to help fund the budget.

<b>2003/4 Actual £000</b>	<b>2004/5 Forecast £000</b>	<b>2005/6 Estimate £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
-20%	-26%	-19%	-12%	-8%

**3. The impact of schemes with capital expenditure on the level of council tax**

This calculation highlights the hypothetical impact on the level of Council Tax from the lost interest from financing capital schemes and their associated running costs. The actual change in Council Tax is different because of the impact of other schemes and the use of revenue reserves.

	<b>2005/6 Estimate £</b>	<b>2006/7 Estimate £</b>	<b>2007/8 Estimate £</b>
Increase	21.16	10.12	2.21
Cumulative	21.16	31.28	33.49

**4. The capital financing requirement**

This represents the need for the Authority to borrow to finance capital expenditure. Whilst the Authority has capital reserves it will not need to borrow for capital purposes:

<b>31/3/04 Actual £000</b>	<b>2004/5 Forecast £000</b>	<b>2005/6 Estimate £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
0	0	0	0	0

#### **5. Net borrowing and the capital financing requirement**

Net external borrowing must not be used to finance revenue spending except in the short term. In the short term there are legitimate uses of borrowing to cover cash flow e.g. funding salaries pending receipt of council tax income or return of investments.

The Council will need to demonstrate that all net borrowing is for short-term purposes.

### **EXTERNAL DEBT**

#### **6. The actual external borrowing at 31 March 2004**

There was £4m of short-term borrowing for cash-flow purposes.

#### **7. The authorised limit for external debt**

This is the maximum limit for borrowing and is based on a worst-case scenario.

<b>2004/5 Limit £000</b>	<b>2005/6 Limit £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
20,000	22,000	22,000	22,000

#### **8. The operational boundary for external debt**

These reflect a less extreme position. Although the figure can be exceeded without further approval it represents an early warning monitoring device to ensure that the authorised limit (above) is not exceeded. It allows the management of the Council's day to day cashflow and, in accordance with the Treasury Management Strategy, temporary borrowing to delay the return of funds from the Fund Managers if this is in the Council's interests.

<b>2005/6 Limit £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
16,000	16,000	16,000

### **TREASURY MANAGEMENT**

#### **9. Adoption of the CIPFA code**

The Prudential Code requires the Authority to have adopted the CIPFA Code of Practice for Treasury Management in the Public Services.

This has been adopted.

## 10. Exposure to investments with fixed interest and variable interest

These limits are given as a percentage of total investments.

The parameters currently set for our Fund Managers could theoretically result in a significant amount of the funds being at variable rates as gilts and corporate bonds are deemed to be variable rate investments for the purpose of this indicator. In practice the exposure to variable rates is likely to be less.

	<b>2005/6 Limit £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
<b>Upper limit on fixed rate exposure</b>	100%	100%	100%
<b>Upper limit on variable rate exposure</b>	84%	89%	92%

## 11. Borrowing repayment profile

The proportion of 2005/6 borrowing that will mature in successive periods. As all the borrowing will be temporary, 100% will mature in less than 12 months:

	<b>Upper limit</b>	<b>Lower limit</b>
Under 12 months	100%	100%
12 months and within 24 months	0%	0%
24 months and within 5 years	0%	0%
5 years and within 10 years	0%	0%
10 years and above	0%	0%

## 12. Investment repayment profile

Limit on the value of investments that cannot be redeemed within 364 days. The only investments that meet this criterion are time deposits that are invested to a fixed maturity date for a year or longer.

<b>2005/6 Limit £000</b>	<b>2006/7 Estimate £000</b>	<b>2007/8 Estimate £000</b>
20,000	15,000	10,000

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## RESERVES AND THE ROBUSTNESS OF THE 2004/05 BUDGET

The Local Government Act 2003 requires me, as the Council's Chief Financial Officer, to report on the robustness of the estimates and the adequacy of reserves when you consider the budget and the consequent Council Tax.

### Robustness

The Council has tended in recent years to underspend its budget. This demonstrates that it has budgeted prudently and that managers have taken a mature approach to budgetary control rather than spend any spare sums on low priority items. Thus there is consistent, effective application of financial controls and a sound base for setting future budgets. The current base review will result in tighter budgets but managers were asked to propose only reductions that could be achieved without affecting service levels.

The 2005/06 budget has been prepared using the budget for 2004/05 as a base, and amending it for known changes, particularly -

- ◆ Inflation, including National Insurance, pension contributions, insurance, gas and electricity, which are all in excess of general inflation
- ◆ Expected pay rises
- ◆ The impact of MTP schemes
- ◆ Forecast interest rates, which have a significant impact on our investment income

There will always be some items that emerge after the budget has been prepared. These are normally met by compensating savings elsewhere in the budget, the use of the contingency (£126k) or, if necessary, the use of revenue reserves.

The most significant predictable risks to the budget are -

- ◆ higher inflation than anticipated
- ◆ lower interest rates

A ½% increase/reduction in general and pay inflation, assuming no mitigating increase in interest rates, would result in a net cost variation of approximately £100k.

A ¼% increase/reduction in interest rates would result in a net cost variation of approximately £150k.

Certain types of eventuality are mitigated in other ways. Most other significant risks are insured against, so losses are limited to the excesses payable. The Government's Bellwin Scheme meets a large proportion, over a threshold, of the costs of any significant peacetime emergencies (e.g. severe flooding).

Considering all these factors, I believe that the 2005/06 budget is adequately robust.

### **Revenue Reserves**

These are estimated to be £17.4m at April 2005 and £15.5m at March 2006. This is significantly above what would be considered a safe minimum level, which would be in the region of £2m.

**David Oliver**  
**Director of Commerce and Technology**



**BUDGET 2005-06 AND MEDIUM TERM PLAN 2006-2010  
(Report by Head of Administration)**

**1. INTRODUCTION**

- 1.1 This report should be read in conjunction with the report by the Corporate Director, Commerce and Technology on the Council's Budget for 2005-06 and 2006-2010 Medium Term Plan.

**2. SUPPORTING INFORMATION**

- 2.1 A joint meeting of the Overview and Scrutiny Panels considered the report at their meeting on 25th January 2005.
- 2.2 In considering the proposed Council Tax level for 2005/06, Members reaffirmed their support for an increase in Council Tax of £12 per annum for a Band D property. However Members suggested that if a monetary increase was to continue in future years it is unlikely that this would be sufficient to meet the Council's expenditure profile and that consideration would need to be given to an increase in percentage terms rather than a monetary figure to maintain the required level of income from the Council Tax.
- 2.3 In relation to the forecast increase in Council Tax in future years, Members noted that the projected need for a significant increase was now likely to be delayed until 2011/12. In discussing alternative scenarios to avoid a steep increase in a financial year, Members requested that information be made available to them on the level of Council Tax increase required to achieve the forecast level of expenditure without a large increase in any one year. Information was also requested as to the level of expenditure which could be financed in the longer term by the Council Tax if an increase of £12 per annum was to be maintained and the effect that this would have on the approved capital and revenue programme. This information is appended as an Annex to this report.
- 2.4 Members expressed support for the draft MTP in general terms, but noted that the Budget sub group of the Planning & Finance Panel would be continuing their investigations into specific areas of expenditure which would contribute to the budgetary process in future years.

**3. CONCLUSION**

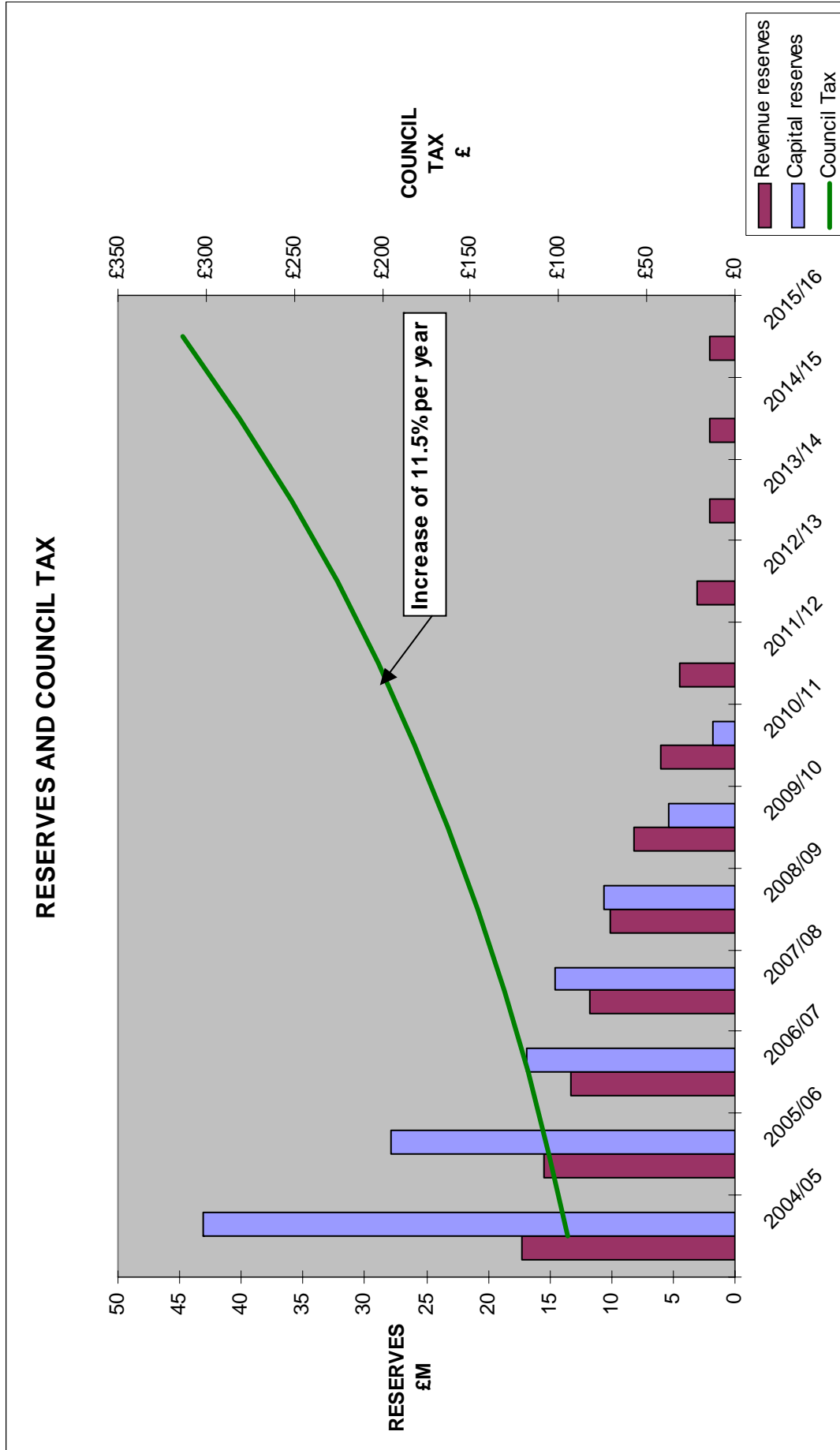
The Cabinet is invited to note the comments made by the Overview and Scrutiny Panels in formulating their recommendation to Council on the Budget and Medium Term Plan at the meeting to be held on 16th February 2005.

## **BACKGROUND INFORMATION**

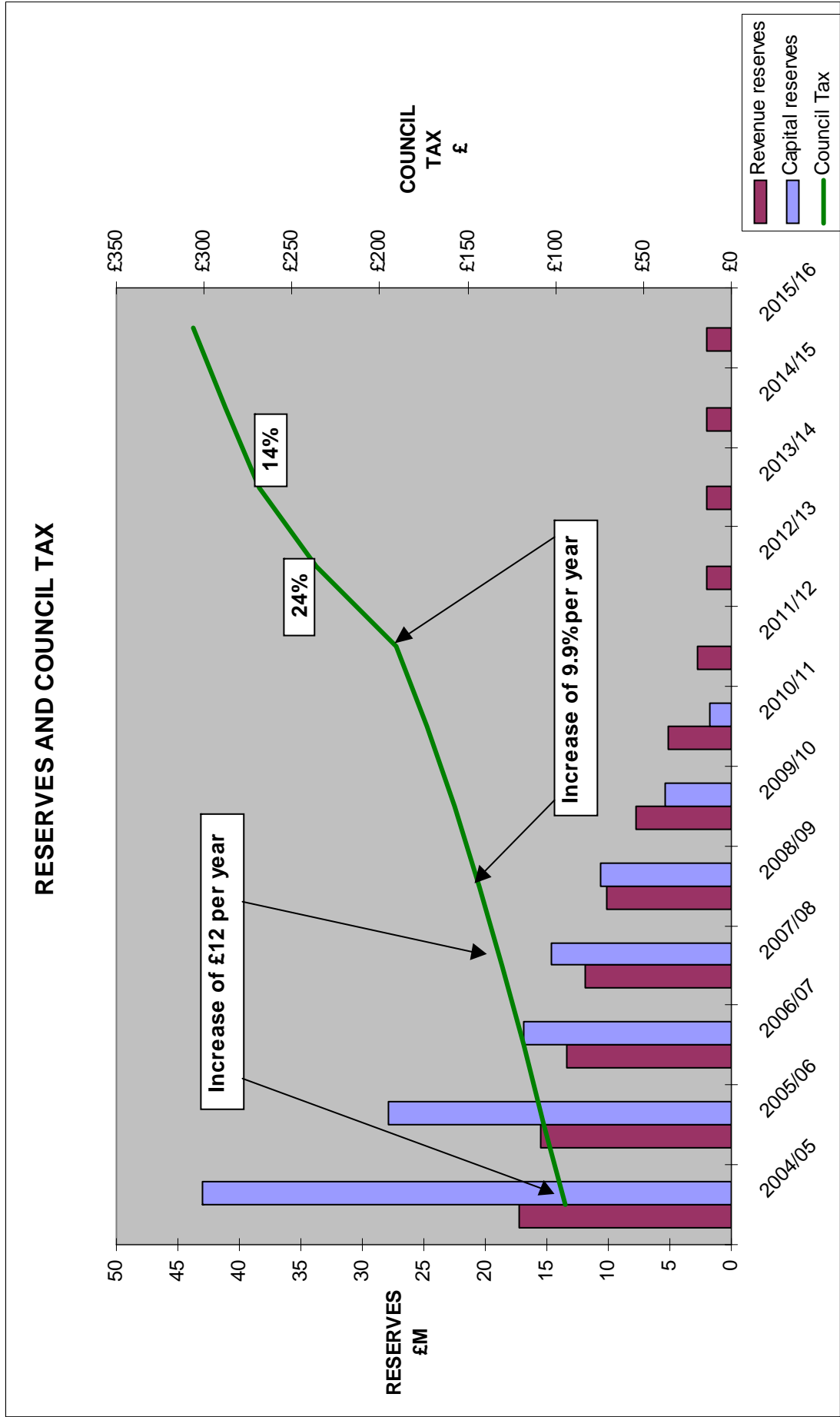
Minutes of the meeting of the Overview and Scrutiny Panels held on 25th January 2005.

**Contact Officer:** Claire Harris, Democratic Services Officer  
☎ (01480) 388234

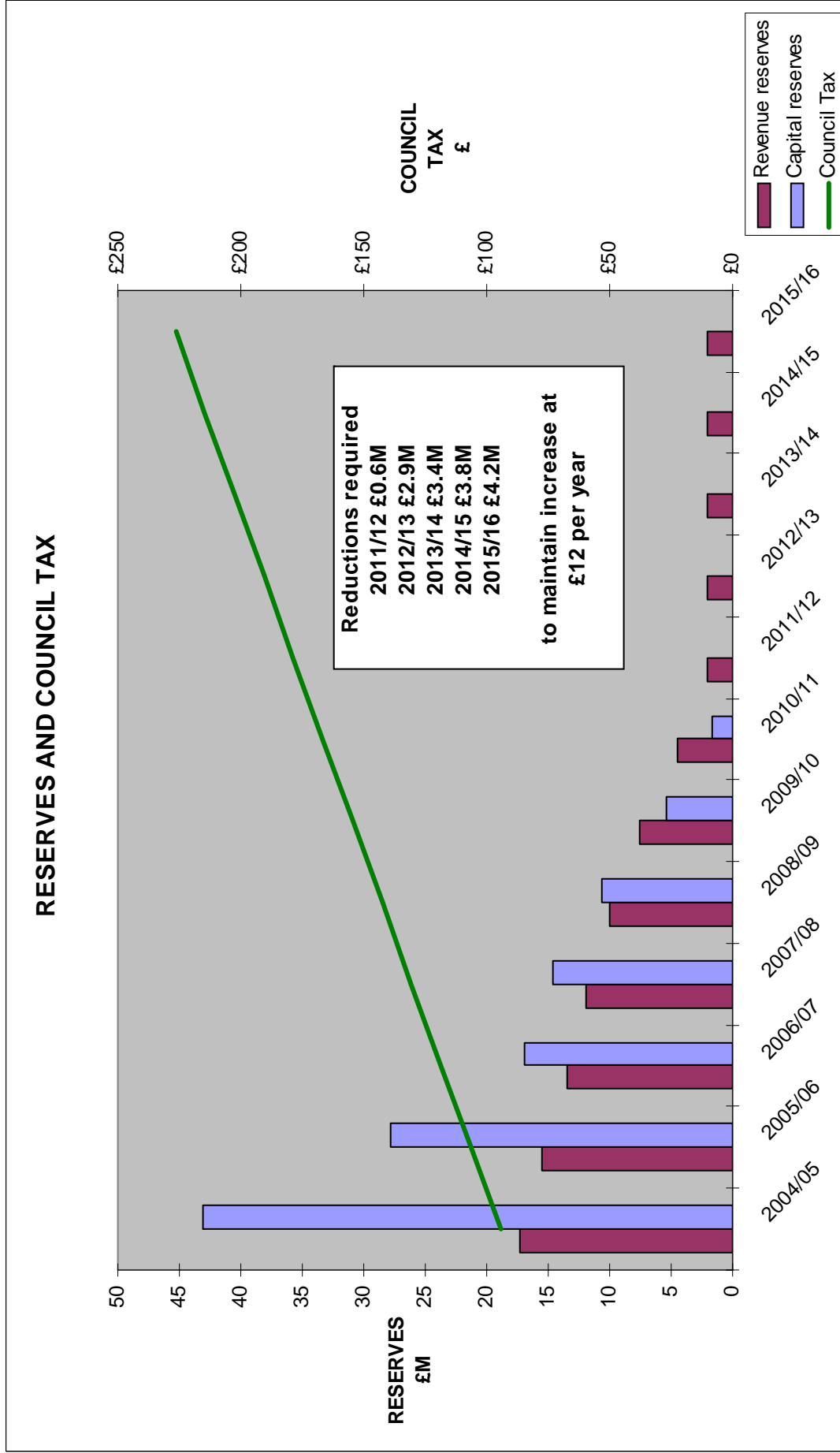
Constant percentage increase in Council Tax with no further spending reductions.



£12 per year until this is less than 10%, continue at 9.9% until forced to increase more. No further spending reductions.  
 (Not significantly different a result to that presented in the report)



Continue at £12 with additional service reductions to balance.



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## Formal Resolutions

### Council Tax 2005/06

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- (a) That the Revenue Budget for 2005/06 as submitted be approved.
- (b) That the following amounts be calculated by the Council for 2005/06 in accordance with Sections 32 to 36 of the Local Government and Finance Act 1992 (the Act):-

		£
(i)	the aggregate of the amounts which the Council estimates for the items set out in Section 32(2) (a) to (e) of the Act	<b>58,230,502</b>
(ii)	the aggregate of the amounts which the Council estimates for the items set out in Section 32 (3) (a) to (c) of the Act	<b>39,572,110</b>
(iii)	the amount by which the aggregate at (b) (i) above exceeds the aggregate at (b) (ii) above in accordance with Section 32 (4) of the Act	<b>18,658,392</b>
(iv)	the aggregate of the amounts payable into the General Fund for the items set out in Section 33 (1) of the Act .	<b>9,508,211</b>
(v)	the aggregate of the amounts payable from the General Fund for the items set out in Section 33 (3) of the Act	<b>3,550</b>
(vi)	the basic amount of Council Tax for 2005/06 in accordance with Section 33 (1)	<b>161.39</b>
(vii)	the aggregate of special items referred to in Section 34 (1)	<b>3,110,997</b>
(viii)	the basic amount of Council Tax for 2005/06 for those parts of the District to which no special item relates	<b>106.54</b>
(ix)	the basic amounts of Council Tax for 2005/06 for those parts of the District to which one or more special items relate in accordance with Section 34 (3) of the Act are shown by adding the Huntingdonshire District Council amount to the appropriate Parish Council amount in column "band D" set out in table 1 hereto	

- (x) the amounts to be taken into account for 2005/06 in respect of categories of dwellings listed in the different valuation bands in accordance with Section 36 (1) of the Act are shown by adding the Huntingdonshire District Council amount to the appropriate Parish Council amount for each of the valuation bands in the columns "bands A to H" set out in table 1 hereto
  
- (c) That the amounts of precept issued to the Council by Cambridgeshire County Council, Cambridgeshire Police Authority and Cambridgeshire & Peterborough Fire Authority for each of the categories of dwellings listed in different valuation bands in accordance with Section 40 of the Act shown in table 1 hereto be noted.
  
- (d) That, having regard to the calculations above, the Council, in accordance with Section 30 (2) of the Local Government and Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for 2005/06 for each of the categories of dwelling shown in table 2 hereto.



<b>TABLE 1</b>	<b>BAND A £</b>	<b>BAND B £</b>	<b>BAND C £</b>	<b>BAND D £</b>	<b>BAND E £</b>	<b>BAND F £</b>	<b>BAND G £</b>	<b>BAND H £</b>
Cambridgeshire County Council	563.88	657.86	751.84	845.82	1033.78	1221.74	1409.70	1691.64
Cambridgeshire Police Authority	90.36	105.42	120.48	135.54	165.66	195.78	225.90	271.08
Huntingdonshire District Council	71.03	82.86	94.70	106.54	130.22	153.89	177.57	213.08
Cambridgeshire Fire Authority	32.16	37.52	42.88	48.24	58.96	69.68	80.40	96.48
<b>PARISH COUNCILS :-</b>								
Abbotsley	31.56	36.82	42.08	47.34	57.86	68.38	78.90	94.68
Abbots Ripton	27.36	31.92	36.48	41.04	50.16	59.28	68.40	82.08
Alconbury	20.65	24.09	27.53	30.97	37.85	44.73	51.62	61.94
Alconbury Weston	26.38	30.78	35.17	39.57	48.36	57.16	65.95	79.14
Alwalton	13.55	15.81	18.07	20.33	24.85	29.37	33.88	40.66
Barham & Woolley	9.87	11.52	13.16	14.81	18.10	21.39	24.68	29.62
Bluntisham	75.06	87.57	100.08	112.59	137.61	162.63	187.65	225.18
Brampton	39.93	46.59	53.24	59.90	73.21	86.52	99.83	119.80
Brington & Molesworth	12.61	14.72	16.82	18.92	23.12	27.33	31.53	37.84
Broughton	19.38	22.61	25.84	29.07	35.53	41.99	48.45	58.14
Buckden	28.92	33.74	38.56	43.38	53.02	62.66	72.30	86.76
Buckworth	39.91	46.56	53.21	59.86	73.16	86.46	99.77	119.72
Bury	17.57	20.50	23.43	26.36	32.22	38.08	43.93	52.72
Bythorn & Keyston	2.86	3.34	3.81	4.29	5.24	6.20	7.15	8.58
Catworth	17.97	20.96	23.96	26.95	32.94	38.93	44.92	53.90
Chesterton	8.33	9.72	11.11	12.50	15.28	18.06	20.83	25.00
Colne	29.91	34.90	39.88	44.87	54.84	64.81	74.78	89.74
Conington	9.13	10.66	12.18	13.70	16.74	19.79	22.83	27.40
Covington	18.81	21.94	25.08	28.21	34.48	40.75	47.02	56.42
Denton & Caldecote	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Diddington	10.75	12.55	14.34	16.13	19.71	23.30	26.88	32.26
Earith	26.71	31.17	35.62	40.07	48.97	57.88	66.78	80.14
Easton	14.03	16.37	18.71	21.05	25.73	30.41	35.08	42.10
Ellington	25.43	29.66	33.90	38.14	46.62	55.09	63.57	76.28
Elton	14.67	17.12	19.56	22.01	26.90	31.79	36.68	44.02
Eynesbury Hardwicke	10.01	11.68	13.35	15.02	18.36	21.70	25.03	30.04
Farcet	28.03	32.71	37.38	42.05	51.39	60.74	70.08	84.10
Fenstanton	24.44	28.51	32.59	36.66	44.81	52.95	61.10	73.32
Folksworth & Washingley	28.33	33.05	37.77	42.49	51.93	61.37	70.82	84.98
Glatton	10.03	11.70	13.37	15.04	18.38	21.72	25.07	30.08
Godmanchester	32.41	37.81	43.21	48.61	59.41	70.21	81.02	97.22
Grafham	28.53	33.28	38.04	42.79	52.30	61.81	71.32	85.58
Great & Little Gidding	34.71	40.49	46.28	52.06	63.63	75.20	86.77	104.12
Great Gransden	22.07	25.75	29.43	33.11	40.47	47.83	55.18	66.22
Great Paxton	23.36	27.25	31.15	35.04	42.83	50.61	58.40	70.08
Great Staughton	23.89	27.87	31.85	35.83	43.79	51.75	59.72	71.66
Haddon	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hail Weston	20.17	23.53	26.89	30.25	36.97	43.69	50.42	60.50
Hamerton	16.26	18.97	21.68	24.39	29.81	35.23	40.65	48.78

<b>TABLE 1 Cont.</b>	<b>BAND A £</b>	<b>BAND B £</b>	<b>BAND C £</b>	<b>BAND D £</b>	<b>BAND E £</b>	<b>BAND F £</b>	<b>BAND G £</b>	<b>BAND H £</b>
Hemingford Abbots	28.81	33.61	38.41	43.21	52.81	62.41	72.02	86.42
Hemingford Grey	18.97	22.13	25.29	28.45	34.77	41.09	47.42	56.90
Hilton	25.17	29.37	33.56	37.76	46.15	54.54	62.93	75.52
Holme	21.19	24.72	28.25	31.78	38.84	45.90	52.97	63.56
Holywell-cum-Needingworth	51.91	60.57	69.22	77.87	95.17	112.48	129.78	155.74
Houghton & Wyton	29.92	34.91	39.89	44.88	54.85	64.83	74.80	89.76
Huntingdon	49.67	57.95	66.23	74.51	91.07	107.63	124.18	149.02
Kimbolton & Stonely	43.38	50.61	57.84	65.07	79.53	93.99	108.45	130.14
Kings Ripton	26.31	30.70	35.08	39.47	48.24	57.01	65.78	78.94
Leighton Bromswold	28.45	33.20	37.94	42.68	52.16	61.65	71.13	85.36
Little Paxton	29.50	34.42	39.33	44.25	54.08	63.92	73.75	88.50
Morborne	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Offord Cluny	27.46	32.04	36.61	41.19	50.34	59.50	68.65	82.38
Offord D'Arcy	26.15	30.51	34.87	39.23	47.95	56.67	65.38	78.46
Old Hurst	6.38	7.44	8.51	9.57	11.70	13.82	15.95	19.14
Old Weston	14.49	16.91	19.32	21.74	26.57	31.40	36.23	43.48
Perry	23.81	27.77	31.74	35.71	43.65	51.58	59.52	71.42
Pidley-cum-Fenton	9.53	11.11	12.70	14.29	17.47	20.64	23.82	28.58
Ramsey	27.93	32.59	37.24	41.90	51.21	60.52	69.83	83.80
St.Ives	53.92	62.91	71.89	80.88	98.85	116.83	134.80	161.76
St.Neots	41.81	48.78	55.75	62.72	76.66	90.60	104.53	125.44
St.Neots Rural	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sawtry	46.08	53.76	61.44	69.12	84.48	99.84	115.20	138.24
Sibson-cum-Stibbington	13.33	15.56	17.78	20.00	24.44	28.89	33.33	40.00
Somersham	36.28	42.33	48.37	54.42	66.51	78.61	90.70	108.84
Southoe & Midloe	30.11	35.12	40.14	45.16	55.20	65.23	75.27	90.32
Spaldwick	22.42	26.16	29.89	33.63	41.10	48.58	56.05	67.26
Steeple Gidding	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Stilton	42.29	49.34	56.39	63.44	77.54	91.64	105.73	126.88
Stow Longa	32.79	38.25	43.72	49.18	60.11	71.04	81.97	98.36
Tetworth	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
The Stukeleys	15.36	17.92	20.48	23.04	28.16	33.28	38.40	46.08
Tilbrook	12.58	14.68	16.77	18.87	23.06	27.26	31.45	37.74
Toseland	7.89	9.21	10.52	11.84	14.47	17.10	19.73	23.68
Upton and Coppingford	18.94	22.10	25.25	28.41	34.72	41.04	47.35	56.82
Upwood and the Raveleys	13.23	15.44	17.64	19.85	24.26	28.67	33.08	39.70
Warboys	24.42	28.49	32.56	36.63	44.77	52.91	61.05	73.26
Waresley	18.52	21.61	24.69	27.78	33.95	40.13	46.30	55.56
Water Newton	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Winwick	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Wistow	18.43	21.51	24.58	27.65	33.79	39.94	46.08	55.30
Woodhurst	11.11	12.97	14.82	16.67	20.37	24.08	27.78	33.34
Woodwalton	17.25	20.13	23.00	25.88	31.63	37.38	43.13	51.76
Yaxley	39.49	46.07	52.65	59.23	72.39	85.55	98.72	118.46
Yelling	4.83	5.64	6.44	7.25	8.86	10.47	12.08	14.50

TABLE 2	TOTAL CHARGES							
	BAND	BAND	BAND	BAND	BAND	BAND	BAND	BAND
	A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£	£
Abbotsley	788.99	920.48	1051.98	1183.48	1446.48	1709.47	1972.47	2366.96
Abbots Ripton	784.79	915.58	1046.38	1177.18	1438.78	1700.37	1961.97	2354.36
Alconbury	778.08	907.75	1037.43	1167.11	1426.47	1685.82	1945.19	2334.22
Alconbury Weston	783.81	914.44	1045.07	1175.71	1436.98	1698.25	1959.52	2351.42
Alwalton	770.98	899.47	1027.97	1156.47	1413.47	1670.46	1927.45	2312.94
Barham & Woolley	767.30	895.18	1023.06	1150.95	1406.72	1662.48	1918.25	2301.90
Bluntisham	832.49	971.23	1109.98	1248.73	1526.23	1803.72	2081.22	2497.46
Brampton	797.36	930.25	1063.14	1196.04	1461.83	1727.61	1993.40	2392.08
Brington & Molesworth	770.04	898.38	1026.72	1155.06	1411.74	1668.42	1925.10	2310.12
Broughton	776.81	906.27	1035.74	1165.21	1424.15	1683.08	1942.02	2330.42
Buckden	786.35	917.40	1048.46	1179.52	1441.64	1703.75	1965.87	2359.04
Buckworth	797.34	930.22	1063.11	1196.00	1461.78	1727.55	1993.34	2392.00
Bury	775.00	904.16	1033.33	1162.50	1420.84	1679.17	1937.50	2325.00
Bythorn & Keyston	760.29	887.00	1013.71	1140.43	1393.86	1647.29	1900.72	2280.86
Catworth	775.40	904.62	1033.86	1163.09	1421.56	1680.02	1938.49	2326.18
Chesterton	765.76	893.38	1021.01	1148.64	1403.90	1659.15	1914.40	2297.28
Colne	787.34	918.56	1049.78	1181.01	1443.46	1705.90	1968.35	2362.02
Conington	766.56	894.32	1022.08	1149.84	1405.36	1660.88	1916.40	2299.68
Covington	776.24	905.60	1034.98	1164.35	1423.10	1681.84	1940.59	2328.70
Denton & Caldecote	757.43	883.66	1009.90	1136.14	1388.62	1641.09	1893.57	2272.28
Diddington	768.18	896.21	1024.24	1152.27	1408.33	1664.39	1920.45	2304.54
Earith	784.14	914.83	1045.52	1176.21	1437.59	1698.97	1960.35	2352.42
Easton	771.46	900.03	1028.61	1157.19	1414.35	1671.50	1928.65	2314.38
Ellington	782.86	913.32	1043.80	1174.28	1435.24	1696.18	1957.14	2348.56
Elton	772.10	900.78	1029.46	1158.15	1415.52	1672.88	1930.25	2316.30
Eynesbury Hardwicke	767.44	895.34	1023.25	1151.16	1406.98	1662.79	1918.60	2302.32
Farcet	785.46	916.37	1047.28	1178.19	1440.01	1701.83	1963.65	2356.38
Fenstanton	781.87	912.17	1042.49	1172.80	1433.43	1694.04	1954.67	2345.60
Folksworth & Washingley	785.76	916.71	1047.67	1178.63	1440.55	1702.46	1964.39	2357.26
Glatton	767.46	895.36	1023.27	1151.18	1407.00	1662.81	1918.64	2302.36
Godmanchester	789.84	921.47	1053.11	1184.75	1448.03	1711.30	1974.59	2369.50
Grafham	785.96	916.94	1047.94	1178.93	1440.92	1702.90	1964.89	2357.86
Great & Little Gidding	792.14	924.15	1056.18	1188.20	1452.25	1716.29	1980.34	2376.40
Great Gransden	779.50	909.41	1039.33	1169.25	1429.09	1688.92	1948.75	2338.50
Great Paxton	780.79	910.91	1041.05	1171.18	1431.45	1691.70	1951.97	2342.36
Great Staughton	781.32	911.53	1041.75	1171.97	1432.41	1692.84	1953.29	2343.94
Haddon	757.43	883.66	1009.90	1136.14	1388.62	1641.09	1893.57	2272.28
Hail Weston	777.60	907.19	1036.79	1166.39	1425.59	1684.78	1943.99	2332.78
Hamerton	773.69	902.63	1031.58	1160.53	1418.43	1676.32	1934.22	2321.06
Hemingford Abbots	786.24	917.27	1048.31	1179.35	1441.43	1703.50	1965.59	2358.70
Hemingford Grey	776.40	905.79	1035.19	1164.59	1423.39	1682.18	1940.99	2329.18
Hilton	782.60	913.03	1043.46	1173.90	1434.77	1695.63	1956.50	2347.80

TABLE 2 Cont.	TOTAL CHARGES							
	BAND	BAND	BAND	BAND	BAND	BAND	BAND	BAND
	A £	B £	C £	D £	E £	F £	G £	H £
Holme	778.62	908.38	1038.15	1167.92	1427.46	1686.99	1946.54	2335.84
Holywell-cum-Needingworth	809.34	944.23	1079.12	1214.01	1483.79	1753.57	2023.35	2428.02
Houghton & Wyton	787.35	918.57	1049.79	1181.02	1443.47	1705.92	1968.37	2362.04
Huntingdon	807.10	941.61	1076.13	1210.65	1479.69	1748.72	2017.75	2421.30
Kimbolton & Stonely	800.81	934.27	1067.74	1201.21	1468.15	1735.08	2002.02	2402.42
Kings Ripton	783.74	914.36	1044.98	1175.61	1436.86	1698.10	1959.35	2351.22
Leighton Bromswold	785.88	916.86	1047.84	1178.82	1440.78	1702.74	1964.70	2357.64
Little Paxton	786.93	918.08	1049.23	1180.39	1442.70	1705.01	1967.32	2360.78
Morborne	757.43	883.66	1009.90	1136.14	1388.62	1641.09	1893.57	2272.28
Offord Cluny	784.89	915.70	1046.51	1177.33	1438.96	1700.59	1962.22	2354.66
Offord D'Arcy	783.58	914.17	1044.77	1175.37	1436.57	1697.76	1958.95	2350.74
Old Hurst	763.81	891.10	1018.41	1145.71	1400.32	1654.91	1909.52	2291.42
Old Weston	771.92	900.57	1029.22	1157.88	1415.19	1672.49	1929.80	2315.76
Perry	781.24	911.43	1041.64	1171.85	1432.27	1692.67	1953.09	2343.70
Pidley-cum-Fenton	766.96	894.77	1022.60	1150.43	1406.09	1661.73	1917.39	2300.86
Ramsey	785.36	916.25	1047.14	1178.04	1439.83	1701.61	1963.40	2356.08
St.Ives	811.35	946.57	1081.79	1217.02	1487.47	1757.92	2028.37	2434.04
St.Neots	799.24	932.44	1065.65	1198.86	1465.28	1731.69	1998.10	2397.72
St.Neots Rural	757.43	883.66	1009.90	1136.14	1388.62	1641.09	1893.57	2272.28
Sawtry	803.51	937.42	1071.34	1205.26	1473.10	1740.93	2008.77	2410.52
Sibson-cum-Stibbington	770.76	899.22	1027.68	1156.14	1413.06	1669.98	1926.90	2312.28
Somersham	793.71	925.99	1058.27	1190.56	1455.13	1719.70	1984.27	2381.12
Southoe & Midloe	787.54	918.78	1050.04	1181.30	1443.82	1706.32	1968.84	2362.60
Spaldwick	779.85	909.82	1039.79	1169.77	1429.72	1689.67	1949.62	2339.54
Steeple Gidding	757.43	883.66	1009.90	1136.14	1388.62	1641.09	1893.57	2272.28
Stilton	799.72	933.00	1066.29	1199.58	1466.16	1732.73	1999.30	2399.16
Stow Longa	790.22	921.91	1053.62	1185.32	1448.73	1712.13	1975.54	2370.64
Tetworth	757.43	883.66	1009.90	1136.14	1388.62	1641.09	1893.57	2272.28
The Stukeleys	772.79	901.58	1030.38	1159.18	1416.78	1674.37	1931.97	2318.36
Tilbrook	770.01	898.34	1026.67	1155.01	1411.68	1668.35	1925.02	2310.02
Toseland	765.32	892.87	1020.42	1147.98	1403.09	1658.19	1913.30	2295.96
Upton and Coppingford	776.37	905.76	1035.15	1164.55	1423.34	1682.13	1940.92	2329.10
Upwood and the Raveleys	770.66	899.10	1027.54	1155.99	1412.88	1669.76	1926.65	2311.98
Warboys	781.85	912.15	1042.46	1172.77	1433.39	1694.00	1954.62	2345.54
Waresley	775.95	905.27	1034.59	1163.92	1422.57	1681.22	1939.87	2327.84
Water Newton	757.43	883.66	1009.90	1136.14	1388.62	1641.09	1893.57	2272.28
Winwick	757.43	883.66	1009.90	1136.14	1388.62	1641.09	1893.57	2272.28
Wistow	775.86	905.17	1034.48	1163.79	1422.41	1681.03	1939.65	2327.58
Woodhurst	768.54	896.63	1024.72	1152.81	1408.99	1665.17	1921.35	2305.62
Woodwalton	774.68	903.79	1032.90	1162.02	1420.25	1678.47	1936.70	2324.04
Yaxley	796.92	929.73	1062.55	1195.37	1461.01	1726.64	1992.29	2390.74
Yelling	762.26	889.30	1016.34	1143.39	1397.48	1651.56	1905.65	2286.78

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## Cabinet

Report of the meetings held on 16th December 2004  
and 13th January 2005

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### Matters for Information

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#### **101. DRAFT PREFERRED OPTIONS FOR CORE POLICIES DPD**

Having being acquainted with the details and requirements of new planning legislation, the Cabinet has noted the potential approaches which might be considered appropriate for inclusion as "core policies" in the Council's first Development Plan Document (DPD). Once completed this document will set out the spatial framework and key policies for Huntingdonshire.

Having noted the key steps and timescales for the preparation of the Plan, which includes informal consultation with key stakeholders in the early part of the New Year, the potential policy approaches will be presented to Cabinet and subsequently the Council prior to a formal consultation period in the summer of 2005. The Cabinet has therefore authorised the Head of Planning Services, in consultation with the Executive Councillor for Planning Strategy, to make changes to the policy scoping sheets as necessary for inclusion in the DPD during the final editing process prior to the stakeholder consultation.

A number of meetings and seminars will be convened for key stakeholders and the Cabinet has requested that details and times be circulated to all Members for information.

#### **102. LICENSING ACT 2003: STATEMENT OF LICENSING POLICY**

Further to Item No 65 of the Report submitted to the meeting of the Council held on 29th September 2004, the Cabinet has considered the results of consultation on the Council's draft Statement of Licensing Policy and suggested amendments to the policy arising therefrom. The revised statement has subsequently been approved by the Council at a special meeting held on 20th December 2004 for implementation with effect from 7th January 2005 for a period of three years.

In recognising the financial and other uncertainties surrounding the implementation of the new licensing regime, the Cabinet has asked for an update on issues associated with the administration and enforcement of the new regime, nine months after its implementation.

**103. URBAN DESIGN FRAMEWORK – ANGLIA HOUSE, HUNTINGDON**

The Cabinet has approved a draft Urban Design Framework for the site of the existing Anglian Water headquarters in Huntingdon for public consultation. The framework is designed to present the planning policy context and to set design parameters for any future re-development of the site.

**104. LAND AT CALIFORNIA ROAD, HUNTINGDON**

The Cabinet has agreed terms for, and approved the sale of, land in the Council's ownership at California Road, Huntingdon to Huntingdonshire Housing Partnership for the purpose of providing affordable housing in conjunction with the proposed re-development of adjoining garage courts.

**105. OPEN SPACE AND RECREATION LAND, ST NEOTS**

The Cabinet has agreed the terms for, and approved the transfer of, land to St Neots Town Council at the following locations in St Neots –

- ◆ Riversmead;
- ◆ Shady Walk recreation area;
- ◆ Dukes Road/Kings Road play area;
- ◆ Brickhills open space; and
- ◆ Garden of Rest, New Street/Tan Yard.

**106. WETLAND AT LITTLE PAXTON**

The Cabinet has agreed to accept the offer of ownership of two acres of wet grassland beside the River Great Ouse at Little Paxton.

**107. BEST VALUE REVIEW: IMPROVING ACCESS TO SERVICES**

The Cabinet has considered the outcome 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 review, and subsequent developments via the Comprehensive Performance Assessment and the associated Improvement Plan, the Cabinet has agreed that the completion of the Access to Services Best Value Review be endorsed and the exercise 'signed off'.

**108. FINANCIAL MONITORING – REVENUE BUDGET**

The Cabinet has noted the projected outturn of the 2004/05 budget and the expected budget variations identified in the current year.

**109. CASH IN TRANSIT – RENEWAL OF CONTRACT**

Having been 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 in future years, the Cabinet has approved the necessary increases in expenditure.

**110. SAPLEY SQUARE, OXMOOR: RE-DEVELOPMENT**

Having been acquainted with progress to date on the re-development of Sapley Square, Oxmoor, Huntingdon, the Cabinet has agreed to accept a tender from Gleeson Construction Services Ltd for design and construction works associated with the work.

The Cabinet has agreed that all matters relating to Oxmoor should in future be allocated to the Executive Councillor for Resources, Welfare and IT, and requested that a progress report on developments in the area be submitted to a future meeting of the Cabinet.

**111. OXMOOR (HUNTINGDON) ACTION PLAN: PROPERTY UPDATE**

Having been updated on the current position in relation to the implementation of the Oxmoor Action Plan, the Cabinet has authorised the Director of Central Services, in consultation with the Executive Councillor for Resources, Welfare and IT to approve detailed terms for the acquisition of the leasehold interest of 2a Sapley Square.

The Cabinet has also approved the terms for the lease of the community facilities to Hunts Forum and authorised the Director of Central Services, after consultation with the relevant Executive Councillor to approve the detailed terms of the lease.

**112. MONITORING OF CAPITAL PROGRAMME 2004/05**

Consideration has been given by the Cabinet to a monitoring report of Capital Programme expenditure in 2004/05. Particular attention was given to variations to the approved programme and consequential estimated revenue savings.

**113. ST IVES AND HEMINGFORDS FLOOD ALLEVIATION SCHEME**

Consideration has been given by the Cabinet to the Environment's Agency's "preferred option consultation" in respect of the proposed St Ives and Hemingford's Flood Alleviation Scheme. The scheme would provide protection against a 1 in 100 year flood event to substantial areas of St Ives, Hemingford Grey, Hemingford Abbots and the Greenfields area of Fenstanton Parish. In total it was anticipated that some 1,600 houses would benefit from the scheme.

The Cabinet was reminded that the outcome of a study by the Agency on flooding in Hemingford Grey in 1998 and 2001 had been considered at their meeting held on 15th July 2004 and that support had been obtained in principle for the measures proposed. In line with a previous decision by the Cabinet that a contribution would not be made by the Council towards the capital cost and ongoing responsibility for its operation and maintenance, the Head of

Environment and Transport has been authorised to continue to secure the provision of any pumping installation wholly through Environment Agency funding and without any significant District Council financial support.

The Cabinet has been assured that the scheme has been designed in such a way as to avoid flooding of the Dolphin, Old Mill and other adjacent premises in St Ives and in that light the Cabinet has, subject to the determination of any unresolved planning or conservation matters re-affirmed its support for the proposed scheme.

**114. WASTE AND RECYCLING SERVICES**

The Cabinet has been acquainted with a petition which had been referred from full Council in support of a request to return to a weekly collection of refuse in the District without any additional cost to Huntingdonshire District Council taxpayers.

Having regard to the EU Landfill Directive and local and regional targets for waste minimisation and recycling, the Cabinet has been acquainted with cost, operational, health and safety and other considerations associated with the possible return to weekly collection arrangements. Following the success of the Council's roll-out of arrangements for the collection of household waste and green and dry recyclable materials, the Cabinet has agreed to continue to roll-out the new waste and recycling service across the District based on alternating weekly collections.

**115. DISTRICT COUNCIL HEADQUARTERS AND OTHER OFFICE ACCOMODATION MEMBERS ADVISORY GROUP**

The Cabinet has considered a report by the District Council's Headquarters and other Office Accommodation Members Advisory Group as a result of their meeting held on 21st December 2004. In respect of the commissioning of further design work for new Council headquarters, the Cabinet has been informed that the estimated cost of £30,000 would be met from existing budgets and that a supplementary revenue estimate would no longer be required.

**116. LAND AT PARKWAY, HINCHINGBROOKE**

The Council has approved the sale and disposal of Council owned land at Parkway, Hinchingbrooke and agreed that further consideration of the funding of the affordable housing element of the scheme be deferred for future consideration in conjunction with the Medium Term Plan.

D P Holley  
Chairman



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## Cabinet

Report of the meeting held on 3rd February 2005

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### Matters for Decision

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#### 117. BUDGET AND MEDIUM TERM PLAN 2006 – 2010

The Cabinet has considered the content of the 2005/06 draft budget, the Medium Term Plan for the period 2006 – 2010 and the level of Council Tax for the following year. The financial report considered by the Cabinet at their meeting held on 3rd February 2005 has been reproduced as an Appendix to the report of the Director of Commerce and Technology entitled Budget and Medium Term Plan 2006 – 2010 which appears on the Agenda for the Council to consider at Item 2.

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

#### RECOMMEND

- (a) that, subject to appropriate adjustments to reflect the revenue implications arising from the commissioning of a feasibility study at Huntingdon Bus Station, an £8,000 reduction in Revenue Support Grant and the resulting impact on interest receipts, the spending proposals summarised in Annex C of the report of the Director of Commerce and Technology submitted to the Cabinet on 3rd February 2005 be approved;
- (b) that, for the financial year commencing 1st April 2005, the level of Council Tax for a Band D property be increased to £106.54 and the indicative levels for 2006/2007 onwards as shown in Annex C of the report of the Director of Commerce and Technology 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 of the report of the Director of Commerce and Technology 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 comments of the Director of Commerce and Technology on the robustness of the budget as indicated in Annex G be noted; and

- (e) that the 2005/06 and 2006/07 capital programme be approved to increase the opportunity for achieving lower tender prices.

**118. 2005/06 TREASURY MANAGEMENT STRATEGY**

Reproduced as an Appendix is a proposed Treasury Management Strategy for 2005/06. The strategy, which complies with the Chartered Institute of Public Finance and Accountancy's Code of Practice, has clear objectives for the management of the Council's borrowing and investments. Having been satisfied that the Strategy meets the requirements of the Code of Practice and Government guidance, the Cabinet

**RECOMMEND**

that the 2005/06 Treasury Management Strategy be approved.

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**Matters for Information**

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**119. HUNTINGDON BUS STATION**

The Cabinet has been acquainted with the findings of a consultant's study into traffic management in Huntingdon and the siting of the bus station in the town. The study included options for the relocation of the bus station and potential improvements to the configuration of the local road network.

Given 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, the Cabinet has agreed, in the short to medium term, that the Bus Station should be retained on its existing site and that the Medium-Term Plan be varied to enable a feasibility study to be undertaken into a new bus station layout for completion in 2005/06.

**120. ALCONBURY FLOOD ALLEVIATION SCHEME**

The Cabinet have indicated their support in principle for the preferred option for the alleviation of flooding in Alconbury as detailed in an Environment Agency consultation document. The scheme will comprise substantial improvements to the length of the Alconbury Brook between the A1M flyover to upstream of the heritage bridge in Alconbury village centre. The scheme will not include Alconbury

Weston as the required works to protect the village do not reach the cost benefit threshold to attract Government grant. The benefits which will result from completion of the scheme are described in a copy of the consultation document "Alconbury Flood Alleviation Scheme – Preferred Option Consultation" which is available in the Members Room.

Having regard to the programme leading to completion of the works, the Cabinet has noted that consideration will be given to the scheme later in the year by the Council as the local planning authority and in this regard they have requested the Head of Environment and Transport to inform the Environment Agency that the scheme should be sympathetic with the character of the area in terms of its design and the materials used.

**121. SMALL SCALE ENVIRONMENTAL IMPROVEMENTS**

The Cabinet has noted progress on small scale environmental improvement schemes and have approved a programme of schemes for 2005/06 together with the release of the appropriate funding from the Medium Term Plan.

A summary of the schemes approved for 2005/06 is available on request from the Democratic Services Section.

**122. QUARTERLY SUMMARY OF DEBTS WRITTEN-OFF**

The Cabinet has been advised of those individual debts which have been written-off as irrecoverable during the period October – December 2004.

A summary of the list is available on request from the Democratic Services Section.

**123. CHEQUERS COURT, URBAN DESIGN FRAMEWORK**

Having considered responses received to consultation on the Chequers Court Urban Design Framework and been acquainted with the amendments which had been made to the document as a result, the Cabinet has approved the adoption of the Urban Design Framework (as amended) as Interim Planning Guidance.

**124. REVIEW OF TOURISM SERVICES SECTION**

In conjunction with the Employment Panel, the Cabinet has approved proposed changes to the staffing structure of the Tourism Services Section of the Community Services Division. At the same time and in the light of the decision by the County Council to terminate the lease of the Tourist Information Centre premises in Huntingdon Library, the Cabinet have considered options available for continued delivery of the service and indicated that this should be provided through existing communication channels and via an information kiosk in Huntingdon Town Centre.

**125. BUSINESS GENERATION AT LEISURE CENTRES**

Having noted the impact of the Business Generation Team at the Council's Leisure Centres and the approval by the Employment Panel of the replacement of the post of Business Generation Manager with that of Leisure Centres Promotions Officer, the Cabinet has requested the Leisure Centre Management Committees to monitor the future performance of the business generation team.

D P Holley  
Chairman

**2005/06 TREASURY MANAGEMENT STRATEGY  
(Report by the Head of Financial Services)**

**1. INTRODUCTION**


- 1.1 A Treasury Management Strategy will ensure that the Authority has clear objectives for the management of its borrowing and investments. It is also needed to comply with the Chartered Institute of Public Finance and Accountancy's (CIPFA's) Code of Practice, which is required by the Council's Code of Financial Management. The Government has also published Guidance which recommends that an Annual Investment Strategy is produced each year and approved by the full Council.
- 1.2 The Guidance emphasises that priority must be given to the security and liquidity of investments whilst the Code covers the same point by requiring the effective management and control of risk. This Strategy is intended to meet the requirements of the Code and the Guidance.
- 1.3 The proposed strategy is attached as an Annex.

**2. RECOMMENDATION**

- 2.1 **Cabinet is requested to recommend to Council that it approves this Strategy.**

**BACKGROUND PAPERS**

Background files in Financial Resources Section: Treasury Management Reports  
Reports on the 2005/6 Budget and Medium Term Plan to Cabinet and Council  
CIPFA's Treasury Management in the Public Services Code of Practice 2002  
ODPM Guidance on Local Government Investments March 2004

**Contact Officer:** Steve Couper, Head of Financial Services  
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## TREASURY MANAGEMENT STRATEGY 2005/06

This Treasury Management Strategy is intended to meet the requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA's) Code of Practice and the Government's Guidance on Local Government Investments.

### CASH FLOW

At any moment the Authority's investments will consist of two distinct elements - cash flow and reserves.

**Cash flow** is the day-to-day impact of managing the flow of funds into and out of the Council and is dealt with in-house. For instance, the dates on which the County Council is paid its portion of the council tax will be different to the days the money is received from those living in the District. These cash flows will sometimes leave the Council with several million pounds to borrow or invest for a few days.

**Reserves** are more stable in that there will be a definite estimate of the amount that they will reduce or increase by during the course of the year but even this will fluctuate to some extent as a result of any variation in inflation, interest rates or general under or overspending.

### CURRENT POSITION

Most investment activity is carried out by the Council's three fund managers who currently manage the following sums:

Investec	£29m
Alliance Capital	£29m
City Deposit Cash Managers	£20m
<b>Total</b>	<b>£78m</b>

### MANAGING THE REDUCTION IN RESERVES

In recent years there have only been modest reductions in reserves due to their use for financing revenue and capital expenditure being partially offset by capital receipts, underspending and delays. However, the draft MTP that will be considered by Council in February shows major reductions in reserves over the coming five years as shown in the table below:

RESERVES	MTP				
	2005/ 2006	2006/ 2007	2007/ 2008	2008/ 2009	2009/ 2010
	£M	£M	£M	£M	£M
Forecast position at end of year	44	31	27	22	15

Investec and Alliance Capital both utilise a broader and more volatile range of investments. As the level of investments reduces, the strategy is to take funds equally from these two managers until the point is reached where there is insufficient to warrant two separate funds. At that point a judgement as to which manager to retain will be made in consultation with the Capital Receipts Advisory Group and the Council's advisor. Subsequently, as funds reduce further, the point will be reached where City Deposit Cash Managers, or an equivalent manager, looks after the whole fund, and concentrates on a narrower more stable types of investments. Based on past experience, there is some likelihood of spending delays during the next 14 months and so it is likely that there will still be three fund managers in March 2006.

Your officers will liaise with the Capital Receipts Advisory Group and the Council's advisor to ensure that where and when appropriate, mandates will be narrowed (e.g. duration reduced, credit ratings increased or instruments deleted).

### **IN-HOUSE MANAGEMENT**

The Fund Managers will be asked to return funds to the Authority as and when they are needed. There are significant changes in cash flow on a daily basis which could result in the Authority moving from having funds to invest to a position of having to borrow. However, it will normally be financially advantageous to have some delay before funds are returned, thus minimising the need for in-house investment activity. This will increase the reliance on temporary borrowing to manage the process in the Council's best interests. It is expected that temporary borrowing will not normally exceed £16m at any one time, however the Council will need to approve a prudential indicator for the 'authorised limit for external debt'; for which a worst-case scenario of £22m is being recommended.

The fluctuating balance of the fund is managed internally to ensure that, whilst sufficient sums are available on a daily basis to meet payments to creditors, the investment return is maximised on those days where a surplus is held. Because of these constant fluctuations, the majority of these sums are inevitably invested for short periods as time deposits with low risk counter-parties. Appendix A outlines the mandate for the internal funds and lists the approved counter-parties, though it should be noted that these will change during the course of any year as credit ratings or size of building societies change.

Temporary borrowing will be restricted to that necessary for -

- ◆ cash flow;
- ◆ the cost effective staged return of our investments as they are needed to finance Council spending;
- ◆ taking advantage of situations where interest rate levels make it beneficial to invest sums for longer than cash flow projections suggest they will be available, subject to there being no, or minimal, risk in so doing.

### **CATEGORIES OF INVESTMENT**

The guidance on Local Authority Investments categorises investments as 'specified' and 'non-specified':



## **Specified investment**

- ◆ It is in sterling.
- ◆ It is due to be repaid within 12 months.
- ◆ It is not defined as capital expenditure in the Capital Finance Regulations 2003.
- ◆ It is with a body that has a high credit rating or it is made with the UK Government (i.e.gilts), or a local Authority.

All other types of investment are deemed to be **Non-specified investments**.

This differentiation requires the types of non-specified investments that will be used to be defined in the Annual Investment Strategy.

In the short-term, while the Authority holds substantial reserves, it is not imperative that the investment returns are maximised in any one year thus allowing a medium term approach to fund management to be taken. Thus an investment approach that accepts fluctuations between years in return for greater returns is possible. This in turn has an impact on the investment instruments the Council uses.

The previous regulations allowed debt-free authorities, like Huntingdonshire, to invest in a wide variety of instruments including corporate bonds, and the treasury management strategy made use of this freedom with resulting higher but fluctuating returns. Therefore no change is proposed to this general approach during 2005/06.

## **ADVISORS**

The Council appointed Butlers as Treasury Management Advisors to assist in the choice of Fund Managers, develop the mandates and assist in monitoring the Managers' performance. This has been beneficial given the large sums invested, the complexity of the wider range of instruments used and the ability to compare performance with that achieved by other Fund Managers. A tendering exercise was carried out in 2004/05 for the appointment of an Advisor, and Butlers were reappointed for three years.

## **FUND MANAGERS**

The Council's investment funds will remain with the current three Fund Managers, subject to them achieving satisfactory investment returns and subject to reductions in reserves not being required sooner than planned. The level of investment risk and the range of investments to be used are covered in the existing mandates (Appendix B). There will be no significant increase in the level of investment risk but some minor variations may be required during the course of the year.

## **KEY POINTS**

The Government Guidance recommends that certain aspects are highlighted. Most of these are covered within the mandates but they are listed below for convenience:

### **Definition of 'high credit rating' for specified investments**

A short-term rating of a minimum of F1 (Fitch) or equivalent.

### **The frequency that credit ratings are monitored**

Butlers monitor the credit ratings of banks and building societies and notify your treasury management staff of any changes immediately. Unless the Authority is notified of a variation, it is assumed that the credit rating has not changed. Where a credit rating is downgraded, that bank or building society can be removed from the counter-party list immediately.

### **The procedure for determining the allowed categories of non-specified investments**

Council approves the Strategy that sets out the allowed categories and relevant constraints. These are kept under review during the year by your officers, the Capital Receipts Advisory Group and Butlers.

### **The categories of non-specified investments that can prudently be used during 2005/6**

These are identified in the mandates at Appendix B.

### **The maximum amounts that can be held in each category, as a percentage of the total portfolio managed by each Fund Manager or as a sum of money**

These are identified in the mandates at Appendices A and B.

### **Liquidity of investments**

The time deposits managed by CDCM are the least liquid investments, and their mandate specifies the maximum period for which funds may prudently be committed. The investments managed by Alliance Capital and Investec are all highly liquid. The procedure to ensure that there are sufficient funds to meet the cashflow needs of the Authority is for officers to maintain cash flow forecasts and to review the mandates of the Fund Managers with the Capital Receipts Advisory Group.

### **The minimum amount that will be held in 2005/6 in investments that are not long-term (over 1 year)**

This will be £24m

## **MANAGEMENT**

The Director of Commerce and Technology and his staff, supported by the Council's professional advisor, will, together with the Capital Receipts Advisory Group, monitor the performance of the funds and raise any issues and concerns with the Fund Managers.

The Cabinet will receive quarterly reports on the performance of the funds and an annual report on the performance for the year.

## **GENERAL**

The strategy is not intended to be a strait-jacket but a definition of the upper limit of the level of risk that it is prudent for the Council to take in maximising its borrowing and investment activities during 2005/06. Any minor changes, that are broadly

consistent with this Strategy and do not increase the Council's level of risk, or changes that narrow the level of risk, are delegated to the Head of Financial Services, after consultation with the Capital Receipts Advisory Group in certain cases. Any other proposal to change this strategy will be referred back to the Council.

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## APPENDIX A

### IN-HOUSE FUND MANAGEMENT

Duration of investments	Fixed deposits up to and including 1 year
Types of investments	Fixed Deposits Deposits at call, two or seven day notice
Credit Ratings and Maximum limits	See below The credit rating is the short-term rating issued by FITCH unless otherwise indicated
Benchmark	LGC 7 day rate

### COUNTER-PARTY LIST

<b>LIMIT £2.5M</b>	<b>SHORT TERM RATINGS</b>
<b>BANKS (Rated F1)</b>	
Abbey National plc	F1+
Alliance and Leicester	F1+
Barclays	F1+
Co-Operative	F1
HBOS	F1+
HSBC	F1+
Kleinwort Benson	P1*
Lloyds TSB Group	F1+
Northern Rock	F1
Royal Bank of Scotland	F1+
<b>BUILDING SOCIETIES</b> <b>(Assets over £5 billion – Rated F1 or better)</b>	
Britannia	F1
Coventry	F1
Nationwide	F1+
Portman	P1*
Yorkshire	F1
<b>ALL LOCAL AUTHORITIES, POLICE AND FIRE AUTHORITIES</b>	N/A

\* Moody's credit rating

<b>LIMIT £1.5M</b>	<b>SHORT TERM RATINGS</b>
<b>BANK SUBSIDIARIES</b> Wholly owned by F1 Rated banks	
RBS Trust Bank Ltd	F1+
Ulster Bank Limited	A1**
Ulster Bank Ireland	A1**
<b>OTHER BANKS</b>	
Anglo-Irish	F1
Bank of Ireland	F1+
Bank of Scotland (Ireland)	F1+
Bristol and West	F1
Close Brothers	F1
DePfa Bank	F1+
Dexia Banque Internationale a Luxembourg	A1+**
Hamburgische Landesbank	F1+
HFC Bank	F1
Irish Intercontinental Bank	F1
KBC Bank NV	F1+
Singer and Friedlander	F1
<b>OTHER INSTITUTIONS</b> Rated F1	
3i Group Limited	A1**
Irish Life and Permanent plc	F1
<b>BUILDING SOCIETIES (Assets over £2 billion)</b>	
Chelsea	
Cheshire	
Derbyshire	
Leeds and Holbeck	
Newcastle	
Norwich and Peterborough	
Principality	
Skipton	
Stroud and Swindon	
West Bromwich	

<b>LIMIT £1M</b>	<b>SHORT TERM RATINGS</b>
<b>BUILDING SOCIETIES (Assets over £1.5 billion)</b>	
Dunfermline	
Nottingham	

\*\* Standard and Poor's credit rating

## EXTERNAL FUND MANAGER MANDATES

## Alliance Capital and Investec

Duration of investments	Average duration of Fund must not exceed 3 years No individual investment shall exceed 10 years
Types of investments	Marketable securities issued or guaranteed by the UK Government ( <b>Gilts</b> ) Deposits made with or marketable certificates of deposit issued by approved banks ( <b>CDs</b> ) Sovereign and supranational securities, including floating rate notes ( <b>Bonds</b> ) Corporate, bank and building society securities, including floating rate notes, commercial paper and asset backed securities ( <b>Corporate Bonds</b> )
Credit Ratings	<b>CORPORATE INVESTMENTS</b> Standard & Poors AA- or Aa3 or above or equivalent A- or A3 or better, maximum term 3 years <b>NON-UK GOVERNMENTS AND SUPRANATIONALS</b> AA- or Aa3 or above or equivalent for non-UK Governments AAA or Aaa for Supranationals <b>SHORT-TERM INVESTMENTS</b> Standard & Poor's A1/P1 or above or equivalent
Maximum limits	40% Corporate Bonds 20% Supranational and sovereign securities 40% Floating rate notes 75% Gilts 75% Corporate Bonds plus Gilts 50% Corporate bonds + supranational and sovereign securities + floating rate notes  20% with any one counterparty (except UK Government) for fixed deposits and CDs 10% per issuer or £1m for corporate bonds and FRNs 10% per issuer for securities guaranteed by non-UK EU Governments and supranational securities
Benchmark	60% 3 month LIBID 40% 0-5 year gilt index.

**CDCM**

Duration of investments	Up to and including 5 years maximum maturity No more than 25% may be invested for longer than 3 years
Types of investments	Fixed Deposits Deposits at call, two or seven day notice
Credit Ratings	F1+ by FITCH IBCA or equivalent
Maximum limits	£3m per institution and group for English and Scottish Clearing Banks and their subsidiaries, and Overseas Banks on list of authorised counterparties. Building Societies With assets more than £2,000m           £3m With assets more than £1,000m       £2m Other building societies in the top 25   £1m
Benchmark	3 month LIBID



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## Standards Committee

Report of the meeting held on 9th December 2004

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### Matters for Information

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#### 10. LOCAL INVESTIGATION REGULATIONS

Further to Item No 5 of its Report to the meeting of the Council held on 21st July 2004, the Committee has been advised of the coming into force, on 4th November 2004, of the Local Authorities (Code of Conduct) (Local Determination) (Amendment) Regulations 2004 and the Standards Board for England (Functions) Order 2004. The Committee has also noted guidance published by the Standards Board for England on the conduct of local investigations and determinations.

The Regulations will enable local authority Monitoring Officers to carry out investigations into alleged breaches by councillors of their Code of Conduct which are referred to them by an Ethical Standards Officer prior to his or her having carried out or concluded an investigation. The Regulations also provide for local authority Standards Committees to make determinations following Monitoring Officer reports on the investigation of such breaches.

In the event of the reference by an Ethical Standards Officer of a case of misconduct by a councillor, the Director of Central Services and Monitoring Officer has been authorised after consultation with the Chairman of the Committee, to arrange for the local investigation of the allegations and, given the potential for a defamation claim from a councillor or any other person mentioned in a report by an Investigation Officer, to negotiate the terms of an indemnity with the Council's insurers against any legal costs which might accrue from the defence of any such claim or any damages which might be awarded.

#### 11. MODEL CODE OF CONDUCT: STANDARDS BOARD NOTIFICATIONS

In accordance with the procedure adopted by the Standards Board for England, the Committee has been informed that the Board has decided not to take any further action in relation to allegations made against current and former councillors serving on Southoe and Midloe Parish Council, Ramsey Town Council and the District Council.

Following concern nationally over the time being taken by the Standards Board to process cases, the Committee has noted details

of a new referral process which will focus on serious allegations of misconduct with the potential to damage the reputation of local government. It is the intention of the Board that this more vigorous approach will exclude vexatious or relatively minor allegations.

**12. PREJUDICIAL INTERESTS: APPLICATION FOR DISPENSATION**

Having regard to advice received from the Monitoring Officer, the Committee has granted dispensations to allow nine Members of Colne Parish Council to speak and vote on matters relating to the village hall and playing field should they arise at meetings of the Parish Council in the period ending 30th April 2007. In conveying this decision to the Parish Council, the Committee has requested the Monitoring Officer to advise the parish to contact the Charity Commission for assistance in reviewing the suitability of their trustee arrangements to overcome continuing conflicts of interest.

**13. STANDARDS – CURRENT ISSUES**

The Committee has made a series of suggestions to increase the number of newly elected Parish Councillors and co-opted Members attending training sessions on the Ethical Framework and Code of Conduct organised by the Monitoring Officer annually each autumn and has noted the commencement of a Parliamentary Select Committee inquiry into the "role and effectiveness of the Standards Board for England".

D H Bristow  
Chairman

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## Overview and Scrutiny Panel (Planning and Finance)

Report of the meetings held on 14th December 2004, 11th January 2005 and a Joint Meeting with the Overview and Scrutiny Panel (Service Delivery and Resources) held on 25th January 2005

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### Matters for Information

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#### **41. BEST VALUE REVIEW: IMPROVING ACCESS TO SERVICES**

The Panel has considered the outcome of the Access to Services Best Value Review.

Members noted that this Review had not followed the established pattern of previous BVRs because much of the work had been undertaken as part of the access to services project (later named as the Customer First Project). The latter had culminated in the Customer Service Strategy which had been approved by the Council in June 2003 and had provided the equivalent of a Service Improvement Plan to monitor and improve provision of better access to the Council's services. With this in mind, the Panel has recommended that the Cabinet sign off the Access to Services Best Value Review (Item No. 107 of their Report to Council refers).

#### **42. REVIEW OF THE USE OF SECTION 106 INCOME**

The Panel has considered the Council's use of Section 106 Agreement income. Having concentrated on the post Agreement process, the Panel has been acquainted with the procedure for the monitoring of agreements and the receipt and realisation of benefits.

Arising from the possibility of unallocated money remaining within the Section 106 account and the expiry of time limits associated with its expenditure, the Panel has asked the Head of Policy to submit a report on a quarterly basis to the Panel with a copy to all Members.

Having been informed that local authorities in Cambridgeshire were working towards the production of a combined Section 106 Agreement strategy managed by Cambridge Horizons, the Panel has commented on the need to ensure that Huntingdonshire receives an equitable share of income from the fund. The Panel has also therefore decided to monitor expenditure by Cambridge Horizons on infrastructure development in Huntingdonshire.

**43. CRIME AND DISORDER AUDIT**

The Panel has considered the results of the Crime and Disorder Audit undertaken on behalf of the Community Safety Partnership as a prelude to the drafting of the Community Safety Strategy for 2005 to 2008.

In considering the audit outcomes, Members of the Panel have drawn attention to a perceived lack of Police presence in some of the rural villages. In commenting on the Audit itself, the Panel feels that a reduction in anti-social behaviour should be afforded a higher priority than others in the Community Safety Strategy.

In discussing a possible linkage between smoking and a progression to the use of drugs, the Panel has agreed that the need for additional efforts to discourage smoking should be raised directly with the Community Safety Partnership. The Panel has noted that the draft Community Strategy would be considered at a forthcoming meeting, prior to its consideration by the Cabinet.

**44. STAFF TRAVEL PLAN**

Arising from their continuing interest in the subject, the Panel has been updated with progress to date in relation to the preparation of a Staff Travel Plan for the District Council which it is anticipated will be submitted to their February meeting.

**45. AUDIT AND INSPECTION LETTER 2003/04**

The Panel has noted the content of the Audit and Inspection letter produced by the District Auditor for 2003/04 prior to its consideration by the Council's Corporate Governance Panel.

**46. COMPREHENSIVE PERFORMANCE MANAGEMENT - PERFORMANCE MANAGEMENT**

The Panel has discussed those areas of the Council's priorities upon which it wishes to receive future performance management information. Members have subsequently agreed that reports should be submitted on a quarterly basis outlining the Council's achievements against local performance data relating to -

- ◆ low crime and fear of crime;
- ◆ places to meet and things to do;
- ◆ recycling/pollution/energy efficiency;
- ◆ biodiversity; and
- ◆ effective partnerships.

**47. RAMSEY TOWN CENTRE ENVIRONMENT IMPROVEMENT SCHEME**

Councillors M F Newman and D B Dew have been appointed by the Panel to attend future meetings of the Ramsey Town Centre Environmental Improvements Group.

**48. HEADQUARTERS FEASIBILITY STUDY: UPDATE**

The Panel has been updated on a range of issues relating to the Council's future office and other accommodation.

Having been acquainted with details of the current situation, Panel Members have reiterated their concern relating to the absence of an appraisal on the cost of a greenfield site and requested details of the research which has been undertaken on the ways in which customers currently travel to and from Pathfinder House.

**49. LOCAL GOVERNMENT ACT 2000/FORWARD PLAN**

The Panel has been acquainted with details of the Forward Plan of key decisions which has been prepared by the Leader of the Council. The Panel has subsequently identified a number of items for inclusion on their future agendas.

**50. WORKPLAN STUDIES**

The Panel has reviewed its workplan on Studies.

**51. PROGRESS**

The Panel has been apprised of the progress of actions required as a result of its previous decisions. In so doing, the Panel has noted that the deliberations of the working group established to consider the issues associated with the Council's budget were progressing, and have expressed their ongoing interest in issues associated with the deployment of PCSOs in the District.

**52. SCRUTINY**

The Panel has considered the latest editions of the Decision Digest. A number of queries raised with regard to items appearing in the Digest have been answered.

**53. BUDGET 2005/06 AND MEDIUM TERM PLAN 2006 - 2010**

At a joint meeting of the Overview and Scrutiny Panels (Service Delivery & Resources) and (Planning & Finance) consideration has been given to proposals for the 2005/06 Budget and draft Medium Term Plan for 2006 – 2010. In so doing, the Panels have reaffirmed their support for an increase in Council Tax of £12 per annum for a Band D property. However Members have suggested that if a monetary increase of £12 is to continue in future years this will be unlikely to be sufficient to meet the Council's expenditure profile and that consideration will need to be given to an increase in percentage terms to maintain the required level of income from the Council Tax.

In relation to the forecast increase in Council Tax in future years, Members have noted that the projected requirements for a significant increase is now likely to be delayed until 2011/12. In discussing alternative scenarios to avoid a steep increase in one financial year,

Members have requested that information be made available to them on the level of Council Tax increase required to achieve the forecast level of expenditure without a large increase in any one year. Information had also been requested as to the level of expenditure which could be financed in the longer term by a Council Tax increase of £12 per annum if this is maintained in future years.

The comments of the Panels have been conveyed to the Cabinet for consideration in formulating their recommendations to the Council. Item No.117 of their Report refers.

P A Swales  
Chairman

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## Overview and Scrutiny Panel (Service Delivery and Resources)

Report of the meetings held on 7th December 2004,  
4th January and 1st February 2005

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### Matters for Information

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#### 31. PERFORMANCE MONITORING

The Panel has received a presentation on its role monitoring the Council's performance and as a result has requested that at each of its meetings a report is submitted containing the Council's performance against nationally prescribed indicators and local performance data relating to -

- ◆ low crime;
- ◆ low fear of crime – includes graffiti and anti-social behaviour;
- ◆ personal/public health and safety – includes food safety and risks to public from pests;
- ◆ healthy lifestyles – relates to participation in healthy activities (cultural and physical);
- ◆ streetscene – includes street cleaning, graffiti removal, dog fouling and abandoned cars;
- ◆ competitive market towns – including vibrant markets;
- ◆ tourism;
- ◆ sufficient affordable housing;
- ◆ low level of homelessness – includes discretionary housing payments and benefits take up;
- ◆ access to services - includes telephone system, payments system and out of hours contact; and
- ◆ transport opportunities that meet local needs.

#### 32. SMOKING IN LEISURE CENTRES

Further to Item No 1(b) of their Report to the meeting of the Council held on 21st July 2004, the Panel has been informed of the current position with regard to smoking at each of the Council's Leisure Centres and the deliberations of the Leisure Centre Management Committees on the suggestion by the Director of Public Health that the Council should consider prohibiting smoking at its premises.

The Panel has discussed the options available to the Council including standardising the hours in which smoking is permitted in social areas in all centres and permitting smoking only during private events at the request of the organiser. However, a decision on a recommended course of action has been deferred pending receipt of

further information on the advice of the Director of Public Health, the Council's Health and Safety Adviser and the Head of Environmental Health Services. In addition, information has been requested on the financial implications for the Council of the various courses of action available on practices at other local authorities and private sports facilities in relation to the prohibition of smoking.

### **33. BUSINESS GENERATION AT LEISURE CENTRES**

At its meeting in January, the Panel considered a report on the impact of the introduction of the Business Generation Team on the Council's Leisure Centres. In the absence of the Executive Councillor with responsibility for Leisure, the Panel compiled a number of questions of clarification and requested the Executive Councillor and Head of Community Services to provide responses to them. In addition, historical information over a 3-5 year period was requested.

All the information requested and answers to the questions were submitted to the February meeting of the Panel for information and the Head of Community Services and Executive Councillor with responsibility for Leisure were present to respond to any further issues raised.

### **34. THE HUNTINGDONSHIRE BIG GIG**

Following a request at an earlier meeting, the Panel has received information on the Huntingdonshire Big Gig 2004, including the background to the event, the justification for the event against the Council's Medium Term Objectives at the time it was planned, the budgetary provision that had been made in the Medium Term Plan and the subsequent withdrawal of the budget. The Panel also has been informed of the outcomes of the events provided in terms of the achievement of the Council's objectives and of participation by members of the public.

The Panel has discussed the cost of the Big Gig, including the possibility of obtaining grant aid and charging for future events to offset the cost to the Council. However, it has been pointed out that these options would have to be balanced against the additional costs the Council would incur providing staffing and security infrastructure and the likely effect of preventing disadvantaged groups from attending. Nevertheless, the Panel has recognised that in the absence of any budgetary provision, unless these and other avenues to raise revenue such as charging for car parking, are investigated, future events are unlikely to take place. A further report containing an appraisal of options for future Huntingdonshire Big Gig events has, therefore, been requested.

### **35. REVIEW OF CONSTITUTION**

In conjunction with the Council's other Committees and Panels, the Panel has discussed the annual review of the Council's Constitution and present constitutional arrangements. In so doing, the Panel has deferred making suggestions for amendments to the Council's Constitution as part of the annual review until a visit to Maidstone



Borough Council to investigate alternative ways of working has been undertaken and further discussions held at the scrutiny training day scheduled for 18th February 2005.

**36. OVERVIEW AND SCRUTINY PANEL  
(SERVICE DELIVERY AND RESOURCES) – PROGRESS**

The Panel has been apprised of the progress of actions and reviewed the progress of its studies. Members have also discussed various ways of improving their effectiveness, including limiting Officers input only to answering questions and receiving reports on matters of interest outside meetings. However, in order to interrogate items fully it has been agreed to continue with the existing arrangements for carrying out studies and impose time limits on each item on the Agenda for meetings to assist with Agenda management. In discussing the study on the Council's health and related services, the Panel has selected elderly persons public health needs and has appointed a working group comprising Councillors A Hansard, D Harty and Mrs M Banerjee to pursue the study.

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**Other Matters of Interest**

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**37. CAMBRIDGESHIRE COUNTY COUNCIL HEALTH AND  
SOCIAL CARE SCRUTINY COMMITTEE**

The Panel has received and noted the Minutes of meetings of Cambridgeshire County Council's Health and Social Care Scrutiny Committee held on 9th and 16th November 2004.

**38. FORWARD PLAN**

The Panel has been acquainted with details of Forward Plans of forthcoming key decisions which have been prepared by the Leader of the Council.

**39. REPORT OF THE DISTRICT COUNCIL HEADQUARTERS OFFICE  
ACCOMMODATION MEMBERS' ADVISORY GROUP**

The Panel has received and noted the report of the meeting of the District Council Headquarters Office Accommodation Members' Advisory Group held on 21st December 2004.

**40. SCRUTINY**

The Panel has considered the latest editions of the Decision Digest. A number of queries raised with regard to items appearing in the Digest have been answered to Members' satisfaction.

K Reynolds  
Chairman

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## Development Control Panel

Report of the meetings held on 20th December 2004  
and 17th January 2005

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### Matters for Information

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#### **18. TREE PRESERVATION ORDER**

The Panel has confirmed a tree preservation order to protect a sycamore tree situated in the rear garden of 13 Thrapston Road, Kimbolton having been satisfied by the Environment Agency that the tree presents neither a flood hazard nor will impede maintenance works to the banks of the River Kym.

#### **19. SCHEME OF DELEGATION**

Following a review and in the light of operational experience, the Panel has considered several issues relating to the current scheme of delegated powers. Previous revisions to the scheme have enabled the Head of Planning Services to determine a greater volume of applications thereby achieving national development control performance standards and meeting targets established by the Government's best value performance indicators.

Three specific changes to the Scheme of Delegation have now been approved by the Panel which will apply with immediate effect. These concern proposals to increase from £50,000 to £100,000 the value which can be negotiated under Section 106 Agreements by the Head of Planning Services without recourse to the Members Advisory Group, to update the schedule of delegated powers to reflect the introduction of the Planning and Compulsory Purchase Act, 2004 and to clarify the wording in relation to the issue, service and withdrawal of Enforcement and Completion Notices.

To deal more effectively with the determination of tree preservation orders and to allow Members to receive specialist advice directly from tree and landscape officers, the Panel also has established a Tree Preservation Order Sub-Group with a quorum of three Members for a trial period of 12 months. The Sub-Group shall comprise the Chairman and Vice-Chairman of the Panel, Councillors P L E Bucknell, C J Stephens and G S E Thorpe plus the appropriate Ward Councillor(s) and will meet as and when required to consider objections received to and determine proposed Orders.

**20. DEVELOPMENT CONTROL ACTIVITIES –  
1ST JULY TO 30TH SEPTEMBER 2004**

In noting a statistical report on the performance of the Development Control Section of the Planning Division over the period 1st July – 30th September 2004, the Panel has acknowledged that 81% of major, minor commercial and industrial applications received during the quarter and 93.8% of householder type applications had been determined within the required time period.

**21. SUMMARY OF ENFORCEMENT ACTION**

The Panel has noted the extent of enforcement activity undertaken by the Enforcement Team in the Planning Division during 2004 and has endorsed five key objectives identified for the service in 2005. The objectives seek to improve the efficiency of current working practices, to continue the reduction in the number of outstanding cases and to implement a system for monitoring occupancy conditions.

Referring to the performance of the team in 2004, the Panel has congratulated the Enforcement Officers on their achievement in reducing the number of outstanding cases by 19% and in closing a number of files which were more than two years old. Having been advised of an impending vacancy in the Section and anxious that progress in reducing caseloads would not be lost, the Panel has requested that consideration be given to the release of resources from elsewhere in the Development Control Division to cover the vacancy.

**22. DEVELOPMENT APPLICATIONS**

Over two meetings, the Panel has determined a total of twenty-six applications of which fifteen were approved and eleven refused.

On the recommendation of the Section 106 Advisory Group, the Panel has approved an application for eleven dwellings on a site at 3 East Street, Colne subject to conditions. The terms of a Section 106 Agreement associated with the development will secure three affordable housing units and a contribution towards open space and play provision.

P G Mitchell  
Chairman

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## Employment Panel

Report of the meeting held on 2nd February 2005

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### Matters for Information

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#### **20. ANNUAL PAY AWARD**

The Panel has agreed an increase of 3.2% in salary scales for District Council employees with effect from 1st April 2005.

#### **21. REVIEW OF TOURISM SERVICES SECTION**

Following a review of the Council's Tourism Services, the Panel has approved a new staffing structure for this section of the Commerce and Technology Directorate to reflect contemporary methods and expectations in providing information and to strengthen the marketing function.

In considering related issues and, in particular, the receipt of notice from the County Council to terminate the lease of the Tourist Information Centre at Huntingdon Library, the Panel also has approved arrangements to delete the post of Tourism Information Centres Manager, and subject to Cabinet identifying the necessary funding, the Panel have approved the award of a redundancy package to the employee concerned.

#### **22. BUSINESS GENERATION AT LEISURE CENTRES**

Arising from a review of the structure and performance of the Council's Business Generation Team in the Leisure Service, the Panel has agreed to delete the post of Business Generation Manager and to replace it with a post of Promotions Officer.

#### **23. CRIMINAL RECORDS BUREAU DISCLOSURES**

The Panel has approved a policy and procedures in relation to District Council postholders and applicants for posts, which require Disclosures from the Criminal Records Bureau. The Disclosure Service is used to help assess the suitability of people who work or who apply to work with children or vulnerable adults.

#### **24. PERFORMANCE MANAGEMENT: SUGGESTION SCHEME AND INNOVATION AWARDS**

Having noted that one of the outcomes within the "learn and growth" perspective of the Council's Balanced Scorecard relates to innovation

and improvement and in order to seek to develop performance measures in this area, the Panel has agreed to pilot a staff suggestion scheme and innovation award for one year with effect from 1st April 2005. The Panel has agreed to review the operation of the scheme in the Spring of 2006.

**25. LOCAL GOVERNMENT PENSION SCHEME –  
CONSULTATION ON STOCKTAKE EXERCISE**

The Panel has considered the content of a consultation paper prepared by the Office of the Deputy Prime Minister which sets out a series of suggestions for the future of the Local Government Pension Scheme. In so doing, the Panel has had regard to the broad criteria which it feels should be exhibited in any future scheme in terms of the attractiveness to employees, its affordability for employees and its acceptability to taxpayers and accordingly it has endorsed a number of suggested responses on behalf of the District Council to specific questions posed in the consultation paper.

The Panel has also authorised the Head of Personnel Services, after consultation with its Chairman, and Vice Chairman and the Leader of the Council to complete a questionnaire for submission to the Local Government Employers' Organisation on the matter.

**26. CHILD CARE VOUCHERS**

Arising from an amendment to the treatment of employer-supported childcare for tax and national insurance purposes and its contribution to family-friendly employment policies, the Panel has agreed to introduce childcare vouchers for qualifying employees under a "salary sacrifice" scheme.

Under the scheme, which will be provided for 12 months and then reviewed, employees may choose to substitute part of their salaries with vouchers for registered childcare or approved home childcare.

**27. REQUESTS TO FILL VACANT POSTS**

Having considered details of vacancies in the posts of Planning Enforcement Officer and Building Control Officer in the Planning Services Division, the Panel has authorised the Head of Personnel Services to commence recruitment in each case.

**28. RETIREMENT OF PERSONNEL – ACKNOWLEDGEMENTS**

The Panel has placed on record its recognition of and gratitude for the excellent contribution made by Mrs C O Halford during her twenty-one years employment in the local government service and has conveyed its best wishes to her for a long and happy retirement.

J W Davies  
Chairman

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## Corporate Governance Panel

Report of the meeting held on 8th December 2004

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### Matters for Information

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#### 13. CALCULATION OF COUNCIL TAX BASE 2005/2006

In accordance with Section 34 of the Local Government Finance Act 1992 and the Local Authorities (Calculation of Tax Base) Regulations 1992 (as amended), the Panel has approved the amount calculated by the Huntingdonshire District Council as the tax base for the whole District for the year 2005/06 as 56,718. The amounts for the parts of the District listed below for the same year shall be for the Parish of -

Abbotsley	188
Abbots Ripton	134
Alconbury	549
Alconbury Weston	278
Alwalton	123
Barham & Woolley	27
Bluntisham	721
Brampton	1,764
Brington & Molesworth	111
Broughton	86
Buckden	1,150
Buckworth	49
Bury	550
Bythorn & Keyston	140
Catworth	141
Chesterton	60
Colne	312
Conington	73
Covington	39
Denton & Caldecote	24
Diddington	31
Earith	574
Easton	76
Ellington	236
Elton	284
Eynesbury Hardwicke	666
Farcet	547
Fenstanton	1,173
Folksworth & Washingley	353
Glatton	133
Godmanchester	2,263
Grafham	222
Great & Little Gidding	128
Great Gransden	453

Great Paxton	371
Great Staughton	307
Haddon	22
Hail Weston	238
Hamerton	41
Hemingford Abbots	324
Hemingford Grey	1,160
Hilton	428
Holme	236
Holywell-cum-Needingworth	967
Houghton & Wyton	1,129
Huntingdon	6,643
Kings Ripton	76
Kimbolton & Stonely	584
Leighton Bromswold	82
Little Paxton	1,108
Morborne	11
Offord Cluny	195
Offord d'Arcy	298
Old Hurst	94
Old Weston	92
Perry	266
Pidley-cum-Fenton	140
Ramsey	2,852
St Ives	5,604
St Neots	9,028
St Neots Rural	17
Sawtry	1,742
Sibson-cum-Stibbington	200
Somersham	1,356
Southoe & Midloe	155
Spaldwick	223
Steeple Gidding	12
Stilton	785
Stow Longa	61
Tetworth	17
The Stukeleys	663
Tilbrook	106
Toseland	38
Upton & Coppingford	88
Upwood & The Raveleys	403
Warboys	1,358
Waresley	126
Water Newton	42
Winwick	42
Wistow	217
Woodhurst	156
Woodwalton	85
Yaxley	2,734
Yelling	138

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56,718

I C Bates  
Chairman



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## Licensing and Protection Panel

Report of the meeting held on 19<sup>th</sup> January 2005

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### Matters for Information

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#### 12. LICENSING COMMITTEE PROCEEDINGS

The Panel has been informed that an amendment to the Functions and Responsibilities Regulations associated with the Local Government Act 2000 has resulted in the licensing of highway amenities or pavement cafés being defined as a non-executive function, which therefore will now fall within the remit of the Licensing and Protection Panel.

The Panel has reaffirmed the guidelines adopted by the Cabinet for the determination of applications and conditions of operation and approved the fee for a licence of £220 per annum.

The Panel has authorised the Head of Administration, after consultation with the Chairman and Vice-Chairman of the Panel, to determine applications for pavement café licences and to take any action for contravention of the licence conditions. In the event that the Head of Administration is minded to refuse an application the Panel has also agreed that the applicant be offered an opportunity to appear before the Licensing and Protection Applications Sub-Group for determination of the application.

#### 13. HACKNEY CARRIAGE NUMBERS

The Panel has been reminded of the Government's response to an Office of Fair Trading report on the regulation of licensed taxis and private hire services and considered an action plan from the Taxi and Private Hire Vehicle Branch of the Department of Transport outlining the Government's current position.

It is the Government's view that a restriction on hackney carriage numbers should only be retained where there is strong justification that its removal would be significantly detrimental to the consumer. Those Councils that continue to restrict the number of plates will be expected to undertake a review of unmet demand including public consultation every 3 years.

The Panel has recently received the results of a survey on unmet demand and agreed that three additional hackney carriage licences should be issued to vehicles built for the purpose of access by disabled passengers. In that respect, the Panel has agreed that the

number of hackney carriages continue to be restricted in the District in line with the unmet demand survey and the limitation be reviewed again after 2 years.

**14. HACKNEY CARRIAGE FARES**

The Panel has been reminded of an agreement with hackney carriage proprietors to review annually the table of fares in the light of the outcome of a consultation exercise with the proprietors themselves. Having taken into account the views of the proprietors on fare options for the following year, the Panel has agreed a revised tariff of hackney carriage fares which will now be the subject of a public consultation exercise.

**15. FEES AND CHARGES**

The Panel has approved an increase in fees for the licences administered by the Licensing Section of the Administration Division by an average of 2.5% for 2005/06.

**16. REVIEW OF THE CONSTITUTION**

The Panel has considered the current review of the Council's Constitution and noted that this will require amendment to reflect the creation of the new licensing committee and the transfer of some of the Panel's terms of reference to that Committee.

**17. LICENSING AND PROTECTION APPLICATIONS SUB-GROUP**

The Panel has received the Minutes of meetings of the Licensing and Protection Applications Sub-Group held on 28th September and 24th November 2004.

J M Sadler  
Chairman

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## Licensing Committee

Report of the meetings held on 8th December 2004  
and 19th January 2005

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### Matters for Information

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**1. LICENSING ACT 2003 -  
STATEMENT OF LICENSING POLICY**

The Committee has considered the response to the public consultation exercise on the preparation of a Statement of Licensing Policy as required by the Licensing Act 2003 and its recommendations on the Statement were considered by the Council at a special meeting held on 20th December 2004.

**2. LICENSING ACT 2003 –  
CONSULTATION ON DRAFT FEE LEVELS**

The Committee commented on draft regulations published by the Department for Culture, Media and Sports on the level of fees to be set under the Licensing Act 2003. In so doing, the Committee expressed the view that the proposed fees were likely to significantly underestimate the complexity and magnitude of the applications and representations which are likely to be received from the public.

**3. LICENSING COMMITTEE PROCEEDINGS**

The Licensing Committee has not been appointed under Section 102 of the Local Government Act 1972 and therefore is not subject to the same requirements in terms of notice of meetings, access to information, exclusion of the public, quorum and proportionality, etc. Having been established under Section 6 of the Licensing Act 2003, the Committee is able to determine its own proceedings unless these are prescribed in Regulations made by the Secretary of State. In the absence of any reference in Regulations to the proceedings of the Committee itself and in the interests of consistency, the Committee has decided to adopt the provisions of the Local Government Act 1972 and associated legislation in relation to the conduct of its business.

In so doing, the Committee has also adopted those aspects of the Council's Constitution that apply to other committees and panels of the Council.

**4. APPOINTMENT OF SUB COMMITTEES**

The Committee has been reminded that under the Licensing Act 2003 one or more sub-committees may be appointed by which certain responsibilities must be discharged.

In view of the potential number of sub-committee hearings that might be required during the transitional period, the Committee has agreed to divide its membership into three groups of four Members from which a total of nine sub-committees comprising three members have been appointed which will be convened, as necessary, to determine applications where representations have been received.

**5. LICENSING SUB COMMITTEE PROCEDURE**

Members have been reminded that the Licensing Act 2003 also requires the Committee to determine the proceedings of its sub-committees, subject to the provisions of any Regulations made by the Secretary of State. In that respect, the Committee has adopted a procedure for sub-committee hearings which incorporates the requirements of the Licensing Act 2003 (Hearings) Regulations 2005.

**6. DELEGATIONS**

The Committee has been reminded that it is required by the Licensing Act 2003 to delegate certain functions to its sub-committees or officers in the interests of speed, efficiency and cost effectiveness. The Secretary of State's guidance requires the Committee to receive regular reports on decisions made by officers and in that respect the Committee has approved a schedule of delegations under the Licensing Act 2003 and agreed that a list of the delegated functions be included in the Council's Statement of Licensing Policy.

**7. LICENSING ACT 2003: AUTHORISED OFFICERS**

The Committee has authorised the following officers under Section 13 of the Licensing Act 2003 to inspect or enter premises for a variety of purposes:-

Head of Administration;  
Central Services Manager;  
Licensing Officer; and  
Assistant Licensing Officers.

**8. MEMORANDUM OF UNDERSTANDING AND JOINT ENFORCEMENT PROTOCOL**

The Committee has been acquainted with progress towards the preparation of a memorandum of understanding and joint enforcement protocol with the Police in accordance with the Secretary of State's guidance issued under Section 182 of the Licensing Act 2003. The Protocol will provide a more effective deployment of officers both by the licensing authority and the Police with inspections of premises being undertaken only when judged necessary. The

Committee has noted that licensing officers in the County have discussed the memorandum collectively with the Police and that a further meeting is to take place in the near future.

**9. GAMBLING BILL**

The Committee has received an update on the progress of the Gambling Bill currently before Parliament.

**10. GAMING ACT 2003: LICENSING OF GAMING MACHINES**

The Committee has been advised that the Licensing Act 2003 also transfers responsibility for the licensing of gaming machines in licensed premises from the licensing justices to the District Council. The Courts will remain responsible for gaming machines in clubs whilst the licensing of gaming machines in all other premises will remain within the remit of the Licensing and Protection Panel.

In that respect the Head of Administration (or in his absence, the Central Services Manager) has been authorised to approve applications for the grant or renewal of permits for gaming machines in premises with a Premises Licence under the Licensing Act 2003. In cases where an objection to an application has been received, the Committee has agreed that the Licensing Sub-Committees be authorised to hold a hearing and to determine applications for the grant or renewal of permits.

J M Sadler  
Chairman

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