

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, 22 FEBRUARY 2006** at **2:30 PM** and you are requested to attend for the transaction of the following business:-

A G E N D A

PRAYER

The Very Reverend Dr Michael Chandler, Dean of Ely will open the meeting with prayer.

APOLOGIES

CHAIRMAN'S ANNOUNCEMENTS

1. MINUTES (Pages 1 - 12)

To approve as a correct record the Minutes of the meeting held on 7th December 2005.

2. MEMBERS' INTERESTS

To receive from Members declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any Agenda item. Please see Notes 1 and 2 below.

3. BUDGET AND TREASURY MANAGEMENT REPORTS: UPDATE AND ADJUSTMENTS (Pages 13 - 48)

The Council is requested to consider the Cabinet's recommendations relating to the Financial Strategy, Medium Term Plan for 2007/11, the 2006/07 Budget, related Prudential Indicators and the Treasury Management Strategy (*see also Item Nos. 88 and 89 of the Report of the meeting of the Cabinet*). Report by the Head of Financial Services enclosed.

4. COUNCIL TAX 2006/07 (Pages 49 - 54)

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 2006/07 for the various parts of Huntingdonshire District.

A report by the Head of Financial Services is enclosed.

(Members are requested to note that the information contained in the item should be treated as provisional at this stage.)

5. PROPOSED VARIATION TO CONSTITUTION: ACCESS TO INFORMATION PROCEDURE RULES (Pages 55 - 58)

To consider a report by the Head of Administration.

6. REPORTS OF THE CABINET, PANELS AND COMMITTEES

- (a) Cabinet (Pages 59 - 118)
- (b) Standards Committee (Pages 119 - 120)
- (c) Overview and Scrutiny Panel (Planning and Finance) (Pages 121 - 126)
- (d) Overview and Scrutiny Panel (Service Delivery and Resources) (Pages 127 - 132)
- (e) Development Control Panel (Pages 133 - 134)
- (f) Employment Panel (Pages 135 - 138)
- (g) Licensing and Protection Panel (Pages 139 - 140)
- (h) Licensing Committee (Pages 141 - 142)
- (i) Corporate Governance Panel (Pages 143 - 146)
- (j) Appointments Panel (Pages 147 - 148)

7. 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.

8. NOTICE OF MOTION

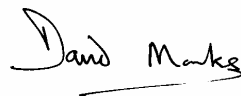
Councillor D P Holley to move –

"that in the interests of the people of Huntingdonshire and true local accountability, the Council wholeheartedly supports the retention of Huntingdonshire PCT as an independent trust within the Strategic Health Authority area so as to maintain and enhance a patient led NHS".

9. LOCAL GOVERNMENT ACT 1972: SECTION 85

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

Dated this 14th day of February 2006



Chief Executive

Notes

1. *A personal interest exists where a decision on a matter would affect to a greater extent than other people in the District –*
 - (a) *the well-being, financial position, employment or business of the Councillor, a partner, relatives or close friends;*
 - (b) *a body employing those persons, any firm in which they are a partner and any company of which they are directors;*
 - (c) *any corporate body in which those persons have a beneficial interest in a class of securities exceeding the nominal value of £5,000; or*
 - (d) *the Councillor's registerable financial and other interests.*
2. *A personal interest becomes a prejudicial interest where a member of the public (who has knowledge of the circumstances) would reasonably regard the Member's personal interest as being so significant that it is likely to prejudice the Councillor's judgement of the public interest.*

Please contact Ms C Deller, Democratic Services Manager, Tel No 01480 388007/e-mail: Christine.Deller@huntsdc.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Council.

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

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

আপনি যদি এই লিখিত তথ্যের (ডকুমেন্ট) একটি অনুবাদ, একটি বড় অক্ষরে লেখা সংস্করণ অথবা একটি শ্রবণ 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 براہ مہربانی ہم سے 01480 388007 پر رابطہ کریں، ہم آپ کی ضروریات پوری کرنے کیلئے اپنی طرف سے مکمل کوشش کریں گے

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Agenda Item 1

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the COUNCIL held in the Council Chamber, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Wednesday, 7 December 2005.

PRESENT: Councillor J A P Eddy – Chairman.

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

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors J D Ablewhite, E R Butler, J D Fell, D A Giles, Mrs C A Godley, I R Muir, C J Stephens and I P Taylor.

43. PRAYER

The Right Reverend Dr J Inge, Bishop of Huntingdon opened the meeting with prayer.

44. CHAIRMAN'S ANNOUNCEMENTS

(a) Chairman's Reception

The Chairman thanked those Members who had supported his reception held at Hinchingsbrooke House on 25th November 2005.

(b) South Asian Earthquake Disaster

The Council noted that the Chairman had, on their behalf, donated £300 to a crisis appeal launched by the British Red Cross for those affected by the earthquake in northern Pakistan and India on 8th October 2005.

45. MINUTES

The Minutes of the meeting of the Council held on 28th September 2005 were approved as a correct record and signed by the Chairman.

46. MEMBERS' INTERESTS

Councillors I C Bates, Mrs B E Boddington, P J Downes, J J Dutton, J A P Eddy, C R Hyams and K Reynolds declared a personal interest in Minute No. 48 (a) (Item Nos. 63 and 81) and Minute No. 48(d) (Item No. 20) by virtue of their membership of Cambridgeshire County Council.

Councillor K Reynolds declared a personal interest in Minute No. 48 (a) (Item No. 63) by virtue of his membership of the District Council's Headquarters and Other Accommodation Members Advisory Group.

Councillor J A P Eddy declared a personal interest in Minute No.48 (d) (Item No. 17) by virtue of his membership of the Central Area Flood Defence Committee.

Councillors Mrs M Banerjee, Mrs B E Boddington, P L E Bucknell, W T Clough, D B Dew, J J Dutton, J A P Eddy, N J Guyatt, C R Hyams, P G Mitchell, R Powell, P A Swales, G S E Thorpe and R G Tuplin, as Members of the Development Control Panel, requested that it be recorded that their participation in debate and voting on Minute No. 48 (a) (Item No. 63) would be undertaken without prejudice to the consideration and/or determination of any relevant planning application subsequently by the Panel.

Councillor J M Sadler declared a personal and prejudicial interest in Minute No. 48 (a) (Item No.65) and Minute No. 48 (b) (Item No. 28) as a Member of and shareholder in Brampton Park Golf Club.

47. LOCAL GOVERNMENT ACT 1972: SECTION 84 - ST NEOTS, PRIORY PARK WARD

The Chief Executive reported the resignation of former Councillor N J Finnie with effect from 2nd December 2005 and that the vacancy in the Priory Park ward would be filled at a by election to be held in conjunction with the ordinary District Council elections on 4th May 2006.

In wishing former Councillor Finnie and his family well for the future, Members placed on record their gratitude for the contribution made by him to the work of the District Council.

48. REPORTS OF THE CABINET, COMMITTEE AND PANELS

(a) Cabinet

Councillor D P Holley, Leader and Chairman of the Cabinet presented the Report of the meetings of the Cabinet held on 13th October and 3rd, 10th and 24th November 2005.

.....

In connection with Item No. 61, the Executive Councillor for Finance announced that the Council's Revenue Support Grant was likely to increase to £10.9m in 2006/07, an increase of 1.4m or 14.7% in comparison with the current year. He added that the figures would be incorporated,

together with other adjustments, in the budget and Medium Term Plan to be considered by the Overview and Scrutiny Panels, Cabinet and Council early in the new year. The Council were commended to read the Annex to Appendix A to the report to understand the approach that would be taken towards the review of the MTP.

On the same subject and in response to a question from Councillor P J Downes regarding the predicted level of Government grant support in 2007/8, the Executive Councillor anticipated that the District Council would receive approximately £11.6m in that financial year.

Whereupon, on being put to the vote, the recommendation contained in Item No. 61 was declared to be CARRIED.

.....

Upon being put to the vote, the recommendation contained in Item No. 62 was declared to be CARRIED.

.....

In connection with Item No. 63, the Council agreed to defer consideration of the recommendations contained therein to the penultimate item of business at the meeting.

.....

In connection with Item No. 76 and for the purposes of clarification, the Executive Councillor for Environment and Transport, Councillor Mrs P J Longford, reported that the Director of Operational Services had been authorised to appoint persons to issue Fixed Penalty Notices under the Clean Neighbourhoods and Environment Act 2005 after consultation with the relevant Executive Councillor.

.....

In connection with Item No. 79 and in response to a question from Councillor P J Downes, the Leader confirmed that no response had yet been received to the representations made by the Chief Executive to the Home Secretary for the retention of an existing single police force option in Cambridgeshire but that, in his view, Cambridgeshire Constabulary was unlikely to be retained as a single force.

.....

In connection with Item No. 82 and in response to a question by Councillor Mrs S A Menczer regarding the implications for the District of the Government's decision to introduce a free concessionary bus fare scheme for those over 60 years of age from April 2006, the Executive Councillor for Planning Strategy, Councillor N J Guyatt, explained that some recipients would be worse off than previously given that concessionary travel would only be permitted within the

boundaries of a District after 9.30 am and that insufficient Government funding had been allocated to maintain the scheme permanently across the county without the need for additional funding which would be considered via a new MTP bid.

.....

In connection with Item No. 86 and in response to a question from Councillor P J Downes, the Leader replied that it was his expectation that the cost of making permanent two temporary posts in the licensing section of the Central Services Directorate was likely to be met by the additional income that would be received from implementation of the Licensing Act 2003 and Gambling Act 2005.

.....

Whereupon, it was

RESOLVED

that, with the exception of Item No. 63 and subject to the foregoing paragraphs, the Report of the meetings of the Cabinet held on 13th October and 3rd, 10th and 24th November 2005 be received and adopted.

(b) Overview and Scrutiny Panel (Planning and Finance)

Councillor P A Swales presented the Report of the meetings of the Overview and Scrutiny Panel (Planning and Finance) held on 11th October, 2nd and 8th November 2005 and of a joint meeting with the Overview and Scrutiny Panel (Service Delivery and Resources) held on 22nd November 2005.

.....

In connection with Item No. 25 and in response to a question from Councillor T D Sanderson regarding the method by which the Panel would continue to monitor the use of funding negotiated under Section 106 Agreements, the Chairman explained that it was the Panel's intention to continue to monitor the use of Section 106 receipts on a quarterly basis and that he was confident that the new negotiation and monitoring processes which had been established would continue to improve.

.....

Whereupon, it was

RESOLVED

that the Reports of the meetings of the Overview and Scrutiny Panel (Planning and Finance) held on 11th October, 2nd and 8th November 2005 and of a joint meeting with the Overview and Scrutiny Panel

(Service Delivery and Resources) held on 22nd November 2005 be received and adopted.

.....

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

Councillor K Reynolds presented the Report of the meetings of the Overview and Scrutiny Panel (Service Delivery and Resources) held on 4th October and 1st November 2005.

.....

In connection with Item No. 21 and in response to a question from Councillor M G Baker, the Chairman replied that the Panel would continue to monitor public awareness of the recycling scheme particularly should the service be extended to include the collection of glass. The Executive Councillor for Environment and Transport assured Members that the District Council had not used the services of Grosvenor Waste Management.

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Whereupon, it was

RESOLVED

that the Report of the meetings of the Overview and Scrutiny Panel (Service Delivery and Resources) held on 4th October and 1st November 2005 be received and adopted.

(d) Development Control Panel

Councillor P G Mitchell presented the Report of the meetings of the Development Control Panel held on 17th October and 21st November 2005.

.....

In connection with Item No. 14 and in response to a question from Councillor R Powell on proposed development of the Grand Cinema site at Ramsey, the Chairman replied that he was not in a position to report any further progress on the matter.

.....

In connection with Item No. 15 and in response to a question from Councillor W T Clough regarding the draft Supplementary Planning Document on Wind Power, the Chairman explained that the document clearly indicated the locations where wind turbine developments would be acceptable and he assured the Council that every

application site would be considered as part of the normal planning process.

.....

In connection with Item No. 17 and in response to a question from Councillor P J Downes, the Chairman undertook to confirm in writing to the questioner whether the guide for owners and developers on riparian responsibilities and developing near a water course would complement or replace existing guidance on this issue.

.....

In connection with Item No. 20 and in response to a question from Councillor A B Stenner regarding the effect on the village of Buckden of the proposals to create wetland and reed bed habitats on land north east and south west of Manor Farm, Diddington Road, Diddington, the Chairman replied that given the level of support for the application expressed by local representatives, the Panel had had no difficulty in recommending the application for approval to the County Council.

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Whereupon, it was

RESOLVED

that the Report of the meetings of the Development Control Panel held on 17th October and 21st November 2005 be received and adopted.

(e) Employment Panel

Councillor J W Davies presented the Report of the meeting of the Employment Panel held on 23rd November 2005.

.....

Whereupon, it was

RESOLVED

that the Report of the meeting of the Employment Panel held on 23rd November 2005 be received and adopted.

(f) Appointments Panel

Councillor L M Simpson presented the Report of the meeting of the Appointments Panel held on 10th November 2005.

.....

On behalf of the Council, the Chairman of the Panel

congratulated Mr M Sharp on his appointment as Director of Operational Services.

.....
Whereupon, it was

RESOLVED

that the Report of the meeting of the Appointments Panel held on 10th November 2005 be received and adopted.

(g) Licensing and Protection Panel

Councillor J M Sadler presented the Report of the meeting of the Licensing and Protection Panel held on 20th October 2005.

.....
Whereupon, it was

RESOLVED

that the Report of the meeting of the Licensing and Protection Panel held on 20th October 2005 be received and adopted.

(h) Licensing Committee

Councillor J M Sadler presented the Report of the meeting of the Licensing Committee held on 20th October 2005.

.....
In connection with Item No. 5, the Chairman placed on record the Council's gratitude to Members of the Committee and relevant Officers for their contribution to the implementation of the Licensing Act 2003.

.....
Whereupon, it was

RESOLVED

that the Report of the meeting of the Licensing Committee held on 20th October 2005 be received and adopted.

(i) Elections Panel

Councillor D Harty presented the Report of the meeting of the Elections Panel held on 31st October 2005.

In connection with Item No. 1 and in response to a question from Councillor P J Downes regarding the Council's preferred option for electoral arrangements in the future, the Chairman replied that the Panel had considered a response to the Electoral Commission on the undertaking of periodic electoral reviews via the completion of a questionnaire which had not included any reference to election cycles and that a copy of the Panel's response to the Commission was available on request.

.....
Whereupon, it was

RESOLVED

that the Report of the meeting of the Elections Panel held on 31st October 2005 be received and adopted.

(j) Corporate Governance Panel

Councillor I C Bates presented the Report of the meeting of the Corporate Governance Panel held on 29th September 2005.

.....
Upon being put to the vote, the recommendations contained in Item No.8 were declared to be CARRIED.

.....
Whereupon, it was

RESOLVED

that, subject to the foregoing paragraph, the Report of the meeting of the Corporate Governance Panel held on 29th September 2005 be received and adopted.

49. ORAL QUESTIONS

In accordance with the Council Procedure Rules (Section 8.3) of the Council's Constitution, the Chairman proceeded to conduct a period of oral questions addressed to Executive Councillors and Panel Chairmen as follows:-

Question from Councillor W T Clough to the Deputy Leader, Councillor I C Bates

In response to a question regarding the protocol which might be adopted towards the opposition party under new leadership arrangements, the Deputy Leader was of the view that whilst any reply would be premature, it would be his intention should he be elected to continue in accordance with the example set by the current

Leader.

Question from Councillor K Churchill to the Executive Councillor for Environment and Transport, Councillor Mrs P J Longford

In response to a question regarding the current disappointing performance of the Ouse Valley Transport Scheme, Councillor Mrs Longford replied that she shared the questioner's concerns particularly given accessibility problems in the more remote wards and assured the Council that every effort was being made to improve the current situation.

Question from Councillor T D Sanderson to the Executive Councillor for Environment and Transport, Councillor Mrs P J Longford

In response to a question regarding the proposed scheme for junction improvements at Hinchingsbrooke Park Road/Brampton Road, Huntingdon, Councillor Mrs Longford indicated her willingness to attend, together with the questioner and other appropriate Ward Councillors, any meeting held with the County Council to discuss progress of the scheme.

50. LOCAL GOVERNMENT ACT 1972: SECTION 85

The Chief Executive reported that there were no absences of Members from meetings for consideration in accordance with Section 85 of the Local Government Act 1972.

51. EXCLUSION OF PRESS AND PUBLIC

RESOLVED

that the press and public be excluded from the meeting because the business to be transacted contains exempt information relating to terms proposed to the Council in the course of negotiations for the acquisition and disposal of property and the supply of goods and services.

52. CABINET (CONTINUED)

Further to Minute No. 48(a) and in connection with Item No. 63 of the Report of the Cabinet, the Council considered information relating to the final evaluation of tenders for the procurement of new headquarters and other accommodation on behalf of the District Council, together with analysis of a scheme for the refurbishment of Pathfinder House.

At the conclusion of a lengthy debate and following a requisition that voting on the Motion for approval of the recommendations be recorded in accordance with Council Procedure Rule 14.4, the following Members voted in favour of the Motion:

Councillors Mrs Banerjee, Bates, Bell, Mrs Boddington, Bucknell, Chandler, Churchill, Criswell, Davies, Dew, Dutton, Eddy, Garner, Gray, Mrs Gregory, Guyatt, Hansard, Harty, Holley, Hyams, Mrs Longford, Mitchell, Newman, Mrs

Reynolds, Reynolds, Rogers, Sadler, Sanderson, Simpson, Stenner, Swales, Tuplin, Mrs Vanbergen, Watt and Ms Wheeler.

The following Members voted against the Motion:

Councillors Baker, Clough, Mrs Collins, Downes, Mrs Menczer, Powell, J Taylor and Thorpe.

Whereupon, the Motion was declared to CARRIED by 35 votes to 8.

Whereupon, it was

RESOLVED

that the recommendations contained in paragraphs 2.4 (i) – (v) of the Report of the District Council Headquarters and Other Office Accommodation Members' Advisory Group be approved.

53. ADJOURNMENT

At 4.14 pm, it was

RESOLVED

that the meeting stand adjourned. Upon resumption at 4.31 pm.

54. RE ADMISSION OF THE PRESS AND PUBLIC

RESOLVED

that the press and public be re admitted to the meeting.

55. ELECTION OF LEADER OF THE COUNCIL

Arising from the resignation of Councillor D P Holley as Leader of the Council with effect from the end of the meeting, the Chairman paid tribute to the contribution made by Councillor Holley to the District Council over his terms of office over 18 years and, in particular, as Leader of the Council.

As Deputy Leader, Councillor Bates commended Councillor Holley's service to the Council and his commitment to the people of the District. On behalf of the Council he extended to Councillor Holley the gratitude of all Members, both past and present and their best wishes for the future.

Councillors J W Davies, P J Downes, J Garner, J A Gray, Mrs K P Gregory and M F Newman added their own individual tributes following which it was proposed by Councillor J M Sadler, seconded by Councillor T V Rogers and

RESOLVED

that Councillor I C Bates be elected Leader of the Council and

Chairman of the Cabinet for the remainder of the current Municipal Year.

As a consequence of the election of Councillor Bates as Leader, it was proposed by Councillor N J Guyatt, seconded by Councillor P G Mitchell and

RESOLVED

that Councillor L M Simpson be appointed Deputy Leader of the Council and Vice-Chairman of the Cabinet for the remainder of the current Municipal Year.

As a further consequence of the election of the Leader and the appointment of the Deputy Leader, it was proposed by Councillor I C Bates, seconded by Councillor L M Simpson and

RESOLVED

that Councillor D P Holley be appointed as a member of the Cabinet for the remainder of the Municipal Year and in accordance with the Cabinet Procedure Rules appointed as Executive Councillor for the office and other accommodation project, for economic development and regeneration, the development of the Community Strategy and the Huntingdonshire Strategic Partnership and to represent the Council on Cambridgeshire Horizons and other organisations.

The meeting concluded at 5.00 pm.

Chairman

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Budget and Treasury Management Reports Update and Adjustments

Report by the Head of Financial Services

Matters for Information

1. PURPOSE

1.1 The purpose of this report is to provide the Council with additional information to support their debate on the recommendations from Cabinet on two reports, shown below, that they considered at their meeting on the 2 February:

- ◆ Financial Strategy, Medium Term Plan 2007-2011 and Budget 2006-2007
- ◆ 2006/07 Treasury Management Strategy

1.2 This additional information relates to items that have arisen or have become clarified since the Cabinet report was prepared. Paragraphs 2 and 3 relate to three financial adjustments and their resulting impact on the recommended savings profile.

1.3 Paragraph 4 refers to information received from our Treasury Management Advisor which could result in financial benefits for the Council. It therefore proposes changes to the Treasury Management Strategy for the current year and for 2006/07. This also impacts on the Prudential Code Annex to the budget report.

1.4 This report includes, where necessary, updated versions of some of the Annexes to the Cabinet report and gives revised recommendations.

1.5 Once a decision is made on the Council's own budget it will be possible to consider the later item on the Agenda which is the formal resolution of the total Council Tax levels for each town or parish next year, incorporating the precepts from the County Council, Fire and Police Authorities, Towns and Parishes.

2. FINANCIAL ADJUSTMENTS

2.1 **Government financial support.** The Council has now received the final grant settlement details for 2006/07 and a revised interim figure for 2007/08. In the light of these small increases the forecasts for later years have also been adjusted.

Government Support	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11
	£000	£000	£000	£000	£000	£000
Assumption in approved MTP		9,995	10,481	10,972	11,219	11,471
Provisional settlement						
True Grant	10,258	11,431	11,995	12,265	12,541	12,823
Withheld for Floors and Ceilings	750	544	364	182 <i>(est.)</i>	0	0
Receivable	9,508	10,887	11,631	12,083	12,541	12,823
Variation from MTP		+892	+1,150	+1,111	+1,322	+1,352
Final settlement						
True Grant	10,258	11,439	12,014	12,284	12,561	12,843
Withheld for Floors and Ceilings	750	547	364	182 <i>(est.)</i>		
Receivable	9,508	10,892	11,650	12,102	12,561	12,843
Variation from MTP		+897	+1,169	+1,130	+1,342	+1,372

2.2 **Maintenance of Public Conveniences.** At its meeting on the 12 January the Cabinet were asked to approve proposals for the improvements to Public Conveniences contained in Project Appraisal 302B. The Cabinet approved the improvements and released the funding except for the proposed increase in cleansing costs. This results in a reduction of £20k per year from 2006/7 onwards. This adjustment is shown in Revised Annex A as a separate line.

2.3 **New Headquarters and other Accommodation.** The Council received a report on the latest position at its December Meeting and the financial report considered by Cabinet on 2 February was based on those figures. As planned, those figures have now been reviewed and there is a separate report on your Agenda which considers them together with the other decisions required. The table below shows the variations.

Pathfinder House and Operations Centre	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
	£000	£000	£000	£000	£000	£000	£000	£000
December figures								
Capital	144	6,917	7,990	7,580	757	299	35	12
Revenue	23	-49	-34	-88	-91	-93	-95	-97
Latest Figures								
Capital	429	6,707	7,995	7,156	1,081	0	0	0
Revenue	-89	-9	-11	-133	121	115	118	121

N.B. The revenue figures shown in this table relate to just revenue items and do not include the revenue impact of capital expenditure. The capital figures represent the total cost and have not been reduced by the provision for refurbishment that is included in last year's approved MTP. The impact of this change is shown as a separate line in Revised Annex A based on the standard 5% cost for lost interest.

2.4 **Savings and Interest.** Cabinet have recommended support of the strategy which is based on a smoothed savings profile. This approach has therefore been used for this report but the profile adjusted in the light of the above adjustments. The impact on interest

earnings of this re-profiling has also been included.

- 2.5 **Concessionary Fares.** Negotiations are still ongoing with the bus companies and so final costs for next year are not yet available and indeed one option being considered would not provide a definite figure until the end of next year. A further report will be prepared for Cabinet on this issue but any variations in cost to the provision already made will now need to be dealt with post budget.

3. FINANCIAL IMPACT

- 3.1 Although the above changes affect most of the Annexes to the Cabinet report the effect on some of them is not significant. Accordingly revised versions are only attached for:

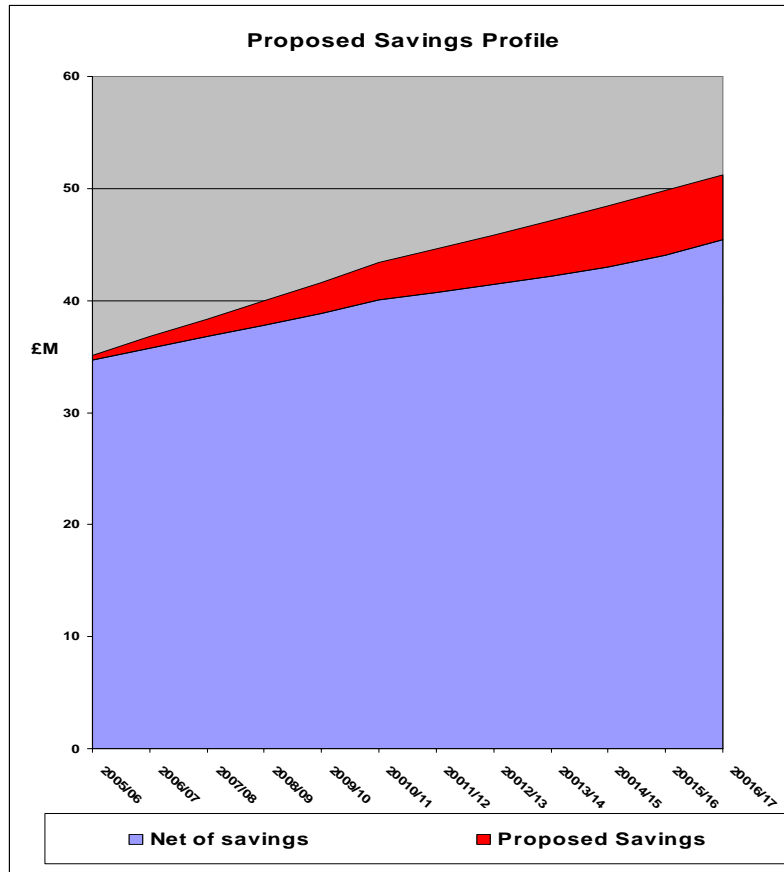
- ◆ Revised Annex A, MTP Schemes
- ◆ Revised Annex C, Summary Budget, MTP and Forecast
- ◆ Revised Annex D, Service Budgets
- ◆ Revised Annex E, Prudential Indicators

- 3.2 The table below updates the proposed option, supported by Cabinet, and shown in paragraph 6.9 of the Cabinet report.

Proposed Option with smoothed savings profile	2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12
	£000	£000	£000	£000	£000	£000	£000
Net Spending before savings/reductions	17,230	19,331	20,706	22,610	24,999	26,858	27,820
Efficiency Savings Target	-402	-826	-1,273	-1,307	-1,342	-1,342	-1,342
Additional Spending Reductions		-200	-300	-850	-1,450	-2,000	-2,550
Net Spending	16,828	18,305	19,133	20,453	22,207	23,516	23,928
Funding excl. Reserves	15,159	16,778	17,970	18,868	19,812	20,803	21,843
Use of Reserves	1,669	1,527	1,163	1,585	2,395	2,713	2,085
COUNCIL TAX	£ 99.71	£104.69	£109.91	£116.50	£123.60	£134.33	£ 145.57
Increase £	£5.17	£4.98	£5.22	£6.59	£7.10	£10.73	£11.24
Increase %	5.5%	5.0%	5.0%	6.0%	6.1%	8.7%	8.4%
Increase in Budget Requirement %		10.7%	7.1%	5.0%	5.0%	5.0%	5.0%

Total Spending Reductions rise to £5.8M by 2016/17 when the Council Tax level would be £209.92.

- 3.3 The graph below shows the accumulating impact of the savings as they grow steadily over the forecast period.



4. TREASURY MANAGEMENT

- 4.1 The Financial Strategy is based on the Council continuing to use its Capital Reserves to fund capital expenditure until 2008/09 when they run out. The Council will then need to commence borrowing and the required 4% provision for repaying the principal element of the loan together with interest at 4.3% (the rate current when the Cabinet report was prepared) are included. The table below shows the assumed borrowing:

	Assumed Borrowing (Capital Financing Requirement)
	£M
2008/09	0.8
2009/10	6.1
2010/11	3.9
Total in MTP Period	10.8
2011/12	3.1
2012/13	3.2
2013/14	3.3
2014/15	3.4
2015/16	3.5
2016/17	3.7
Total in MTP plus Forecast Period	31.0

- 4.2 At a meeting of the Capital Receipts Advisory Group with our Treasury Management Advisor on the 3 February we were informed that long term borrowing rates are currently very low for technical reasons related to Government decisions on how certain Pension Funds must provide a minimum percentage of liquid investments. The current rate (7 February) is 3.9% and this is likely to fluctuate up until 31 March but is then expected to increase.
- 4.3 Informal discussion has taken place with our External Auditors about the appropriateness of the Council taking advantage of these low rates in advance of the funds being needed to fund capital expenditure. As a result of this discussion (they are not permitted to give specific advice) it is clear that:
- ◆ a Council can borrow in advance of the capital expenditure taking place if they feel that they can demonstrate it is in the council tax payers' interests and a proper risk analysis has been undertaken to demonstrate this.
 - ◆ any borrowing would need to be within the limits set by the Council and comply with the Prudential Guidelines requirements that were introduced as part of the arrangement when the Government removed its controls on capital expenditure.
- 4.4 The borrowing limits that the Council set in February 2005 for the current year limit borrowing to £22M to cover **temporary** borrowing for cash flow purposes. The limit proposed in the next year's strategy was £30M which includes £10M for **long-term** borrowing which creates the option open to start borrowing in advance if rates are attractive. In both cases the temporary borrowing elements are high because of the plan to cover the temporary everyday fluctuations in cashflow for as long as possible before recovering funds from our Fund Managers, who generally earn greater interest than the cost of temporary borrowing.
- 4.5 The Prudential Code is based on, amongst other things, ensuring that the Council does not borrow long term for revenue purposes. To minimise the chance of this, it considers that long term borrowing should be limited to the total capital financing requirement (i.e. the capital expenditure planned to be funded from borrowing) over the preceding year, the current year and the next two years **or some longer financial planning period determined by the authority**. As the Council has a 5 year MTP in place that includes individual capital schemes it would be logical for this to be used as the financial planning period for this purpose. This would give a total to the end of 2010/11 of £10.8M.
- 4.6 It is therefore proposed that the Council increases its overall borrowing limit for the current year by £10.8M which would allow the Head of Financial Services to borrow up to £10.8M over the most appropriate period **if the borrowing rate is still attractive** under existing delegated powers. However it is suggested that given the significance of this change prior consultation with the Chief Executive and the Executive Councillor for Finance should take place. A full risk

assessment will be prepared in advance of that consultation.

- 4.7 The 2006/07 Strategy already contains provision for long term borrowing next year of £10M but it is proposed that this be revised to allow a higher figure but with total **long-term** borrowing always being limited to the amount to be funded by loan in the approved MTP. This requires some rewording and so a revised version is attached at Annex F.

5. PRUDENTIAL CODE

- 5.1 A revised Prudential Code (Revised Annex E) is attached which takes account of the Financial Adjustments in section 2 and the proposed Treasury Management changes in section 4.

6. CONCLUSIONS

- 6.1 Three financial adjustments are required to the Budget/MTP/Financial Strategy Report that was considered by Cabinet and a joint Overview and Scrutiny meeting. They result in an increase to the eventual level of savings required by 2016/17.
- 6.2 We have been informed of an opportunity to borrow funds in advance that could have a significant beneficial advantage. Approval is sought to permit this to take place if beneficial rates continue and a risk assessment supports that borrowing.
- 6.3 Amended Annexes are attached where relevant and the revised recommendations are shown below.

7. REVISED RECOMMENDATIONS

Council is requested to:

- ◆ **Approve the Financial Strategy (Para 6.9 of the Cabinet report together with the revised summary table shown in Para 3.2 above and the revised Annex C attached)**
- ◆ **Approve the proposed budget and MTP (Revised Annexes A, C and D attached)**
- ◆ **Approve a Council Tax increase of £4.98 (just under 5%) for 2006/07.**
- ◆ **Approve the Prudential Indicators in Revised Annex E attached.**
- ◆ **Approve an increase in the 2005/06 Authorised Borrowing limit by £10.8M to £32.8M.**
- ◆ **Approve the Treasury Management Strategy. Revised version attached as Annex F**
- ◆ **Note that the Head of Financial Services will consult the Chief Executive and the Executive Councillor for Finance on a risk assessment before undertaking any long term borrowing this year.**

ACCESS TO INFORMATION ACT 1985

Grant Settlement Information – Files in Financial Services
Working Papers - Files in Financial Services
Project Appraisals
2005/06 Revenue Budget and the 2006/010 MTP

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

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Bid No.	Description	Net Revenue Impact										Net Capital Cost										External Capital Contributions									
		2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12						
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000						
349	Health for Huntingdonshire - Ramsey	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0														
423	Community Information Project	58	58	58	58	59	59	59	59																						
NEW 662	Community Information Centres			44																											
	Community Initiatives																														
418	Activity Parks	14	20	24	26	26	26	26	26	26	26	26	26	26	26	26	26	70	48	48	48	48	48	48	48						
107	Park Signage	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	20	16	2	2	2	2	2	2						
121	Park Signage	7	9	9	9	9	9	9	9	9	9	9	9	9	9	9	9	60	10	10	10	10	10	10	10						
322	Plot Linear Park Development, St Neots	-1	-1	-1	-1	-1	-1	-1	-1	-1	-1	-1	-1	-1	-1	-1	-1	-42	33	33	33	33	33	33	33						
365	Tree work (Health & Safety) from tree survey	25	20	15	10	10	10	10	10	10	10	10	10	10	10	10	10	87													
369	Huntingdon Marina Improvements	3	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	87													
446	Huntingdon Marina Improvements	14	12	15	17	19	19	19	19	19	19	19	19	19	19	19	19	100	100	52	52	52	52	52	52						
467	Play Equipment replacement	5	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	205													
663	Football Improvements	-5	-10	-5	1	1	1	1	1	1	1	1	1	1	1	1	1	-203	3	205	205	205	205	205	205						
664	SI Neads Skate Park	3	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	100													
NEW U 665	SI Neads Skate Park			2														-100	100	100	100	100	100	100	100						
NEW U 666	Survey of ex-housing assets			10																											
442/441	Private Housing Support	25	73	117	160	203	247	247	247	247	247	247	247	247	247	247	247	1,034	868	868	868	868	868	868	868						
NEW U 667	Disabled Facilities Grants(aed)			-2															-1	-99	127	27	27	27	27	27					
70	Disabled Facilities Grants(aed)			50																											
611	Housing Needs Survey	7	23	37	50	66	81	81	81	81	81	81	81	81	81	81	81	324	291	291	291	291	291	291	291						
NEW U 668	Repairs Assistance (aed)			-9	-12	-13	-18	-21	-21	-21	-21	-21	-21	-21	-21	-21	-21	-146	-89	-58	-58	-58	-58	-58	-58						
665	Repairs Assistance																														
443	Homelessness	0	6	8	8	8	8	8	8	8	8	8	8	8	8	8	8														
NEW U 669	Common Housing Register			-6	-8	-2																									
615	Invest to Save Scheme	25	78	131	182	233	284	284	284	284	284	284	284	284	284	284	284	1,000	1,114	1,025	1,025	1,025	1,025	1,025	1,025						
667	Social Housing Grant			-44	-34	2	11	6	6	6	6	6	6	6	6	6	6	-64	-428	821	602	238	50	1,050	1,050						
637	Social Housing Grant			0	0	0	0	0	0	0	0	0	0	0	0	0	0														
637	Oxmoor Housing Siles			0	0	0	0	0	0	0	0	0	0	0	0	0	0														
626	Housing Benefits			0	0	0	0	0	0	0	0	0	0	0	0	0	0														
668	Wireless Working (Benefits and Revenues)			0	0	0	0	0	0	0	0	0	0	0	0	0	0														
631	Automated Forms Processing (Benefits)			-23	-25	-25	-25	-25	-25	-25	-25	-25	-25	-25	-25	-25	-25														
631	Fraud Investigation officer																														
469	Community Safety	3	4	5	6	7	7	7	7	7	7	7	7	7	7	7	7	22	23	23	23	23	23	23	23						
324B	Crime and Disorder - Lighting Improvements	-10	-44	22	0	0	0	0	0	0	0	0	0	0	0	0	0														
NEW U 669	Licensing Act 2004			-42	-20	-20	-20	-20	-20	-20	-20	-20	-20	-20	-20	-20	-20														
460	CCTV - Camera replacements	3	-4	-20	-13	3	13	13	13	13	13	13	13	13	13	13	13	138	14	13	13	111	111	111	111						
312	CCTV - Camera replacements	0	0	1	3	3	3	3	3	3	3	3	3	3	3	3	3														
384	CCTV Digital Services			0	0	0	0	0	0	0	0	0	0	0	0	0	0														
618	CCTV Extension of coverage	0	0	0	2	3	3	3	3	3	3	3	3	3	3	3	3														
620	CCTV - Camera replacement	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1														
NEW U 670	Crime and Disorder - Lighting Improvements			24																											
670	Emergency Planning Contribution																														

REVISED ANNEX C

BUDGET/MTP/FORECAST	FORECAST											
	F'CAST 2005/06 £000	BUDGET 2006/07 £000	MTP									
			2007/08 £000	2008/09 £000	2009/10 £000	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000	2014/15 £000	2015/16 £000	2016/17 £000
2005/06 BUDGET/MTP before savings	17,775	19,670	20,749	22,429	24,116	25,708	26,884	27,959	30,159	31,259	32,359	
Items brought forward	292											
2005/06 Forecast	-263											
MTP (Annex A)	-574	45	405	558	994	1,101	791	796	796	796	796	796
Inflation on revenue variations			3	19	33	50	61	74	87	101	115	129
Interest and borrowing adjustments		-384	-450	-396	-145	-2	85	414	723	1,010	1,276	1,532
Inflation adjustment post 2011/12							-244	-505	-742	-907	-1,090	
Total before savings	17,230	19,331	20,706	22,610	24,999	26,858	27,820	28,999	30,160	31,324	32,539	33,727
2005/06 Efficiency Savings Target	-402	-826	-1,273	-1,307	-1,342	-1,342	-1,342	-1,342	-1,342	-1,342	-1,342	-1,342
Additional Savings required		-200	-300	-850	-1,450	-2,000	-2,550	-3,100	-3,650	-4,150	-4,434	-4,484
Total Savings Required	-402	-1,026	-1,573	-2,157	-2,792	-3,342	-3,892	-4,442	-4,992	-5,492	-5,776	-5,826
2006/07 BUDGET/MTP	16,828	18,305	19,133	20,453	22,207	23,516	23,928	24,557	25,168	25,832	26,763	27,901
% increase		8.8%	4.5%	6.9%	8.6%	5.9%	1.8%	2.6%	2.5%	2.6%	3.6%	4.3%
Use of revenue reserves	1,669	1,527	1,163	1,585	2,395	2,713	2,085	1,622	1,086	546	213	23
Budget Requirement	15,159	16,778	17,970	18,868	19,812	20,803	21,843	22,935	24,082	25,286	26,550	27,878
		10.7%	7.1%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
FUNDING												
Government Support	-9,508	-10,892	-11,650	-12,102	-12,561	-12,843	-13,132	-13,427	-13,728	-14,037	-14,352	-14,674
Collection Fund Deficit	4	74	0	0	0	0	0	0	0	0	0	0
Council Tax	-5,655	-5,961	-6,321	-6,767	-7,251	-7,959	-8,711	-9,508	-10,353	-11,249	-12,198	-13,203
COUNCIL TAX LEVEL	£99.71	£104.69	£109.91	£116.50	£123.60	£134.33	£145.57	£157.31	£169.60	£182.45	£195.88	£209.92
% increase	5.5%	5.0%	5.0%	6.0%	6.1%	8.7%	8.4%	8.1%	7.8%	7.6%	7.4%	7.2%
Remaining revenue reserves EOY	17,000	15,473	14,310	12,725	10,330	7,617	5,532	3,910	2,824	2,278	2,065	2,042
Remaining capital reserves EOY	39,025	26,660	10,263	0	0	0	0	0	0	0	0	0
Interest	-3,520	-2,785	-2,040	-1,271	-778	-665	-551	-461	-397	-357	-341	-339

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Service Budgets

Service Budgets	2005/06		2006/07
	Original	Forecast	Budget
Environmental Services	£000	£000	£000
Mortuary & Cemeteries	0	0	31
Refuse Collection	3,212	3,497	3,713
Recyclina	1,263	878	842
Street Cleansing & Litter	1,250	1,267	1,309
Drainage & Sewers	598	545	589
Public Conveniences	260	305	278
Environmental Health	1,840	1,726	1,896
	8,424	8,219	8,659
Planning	£000	£000	£000
Development Control	1,055	1,017	1,152
Building Control	258	226	255
Planning Policy & Conservation	1,207	1,122	1,210
Markets	-86	-48	-69
Economic Development	1,143	381	300
Planning Delivery Grant	-133	-32	163
	3,444	2,667	3,011
Community Services	£000	£000	£000
Corporate Events	179	221	220
Countryside	510	531	540
Tourism	419	421	436
Community Initiatives	867	829	842
Parks	1,493	1,444	1,618
Leisure Policy	375	369	405
Leisure Centres	2,843	2,956	3,269
	6,687	6,771	7,330
Community Safety	£000	£000	£000
Community Safety	1,185	1,132	1,185
	1,185	1,132	1,185
Housing Services	£000	£000	£000
Housing Services	646	613	643
Private Housing Support	2,285	2,069	3,216
Homelessness	578	571	614
Housing Benefits	585	522	759
	4,094	3,775	5,232
Highways & Transportation	£000	£000	£000
Transportation Strategy	854	456	1,033
Public Transport	392	406	618
Highways Services	89	74	74
Car Parks	-19	-95	17
Environmental Improvements	645	585	639
	1,961	1,426	2,380
Corporate Services	£000	£000	£000
Local Taxation & Benefits	869	948	1,061
Corporate Management	2,302	2,344	2,334
Democratic Representation	1,086	1,095	1,145
Democratic Services	23	139	237
	4,280	4,527	4,777
Other Expenditure	£000	£000	£000
Contingency	-353	-99	-693
Other Expenditure	-9,393	-8,067	-10,790
Investment Interest	-2,955	-3,521	-2,786
	-12,701	-11,688	-14,269
Council Total	17,373	16,828	18,305

Service Budgets		2005/06		2006/07
		Original	Forecast	Budget
Environmental Services		£000	£000	£000
Mortuarv & Cemeteries	Mortuarv & Cemeteries	0	0	31
		0	0	31
Refuse Collection	Domestic Refuse	3,188	3,494	3,707
	Refuse Policv	40	19	20
	Trade Refuse	-16	-15	-14
		3,212	3,497	3,713
Recvcclina	Green Waste	87	77	66
	Recvcclina Kerbside Collections	983	619	604
	Recvcclina Policv	183	152	156
	Recvcclina Sites	10	31	17
		1,263	878	842
Street Cleansina & Litter	Chewina Gum Removal	0	16	17
	Flv Poster/Graffiti Removal	43	60	65
	Litter Control	89	72	92
	Street Cleansina Operations	1,078	1,079	1,094
	Street Cleansina Policv	11	11	11
	Weed Control	29	29	31
		1,250	1,267	1,309
Drainage & Sewers	Environmental Emeraencies	0	1	0
	Internal Drainage Boards	307	281	324
	Septic Tanks & Nishtsoil	10	10	11
	Watercourses	282	253	254
		598	545	589
Public Conveniences	Public Conveniences	260	305	278
		260	305	278
Environmental Health	Abandoned Vehicles	68	68	80
	Air Qualitv	72	80	84
	Animal Welfare	129	110	131
	Burials Under Health Acts	1	0	0
	Caravans And Campina	5	5	5
	Contaminated Land	139	143	151
	Eh Health & Safetv	218	189	199
	Enerav Efficiencv	127	128	136
	Environmental Health General	13	12	12
	Food Safetv	474	399	436
	Health Promotion	89	89	93
	Nuisances	268	264	274
	Pest Control	90	91	97
	Private Housina Eh	133	134	178
	Travellers	14	14	17
		1,840	1,726	1,896
		8,424	8,219	8,659
Planning		£000	£000	£000
Development Control	Dc Advice	371	374	410
	Dc Application Processina	407	355	460
	Dc Enforcement	212	216	207
	Dev Control Panel	66	72	75
		1,055	1,017	1,152
Building Control	Bc Promotion & Enforcement	184	199	220
	B Regs Applications	73	27	34
	Sustainable Construction	1	1	1
		258	226	255
Plannina Policv & Conservation	Biodiversity Action Plan	1	1	2
	Camb's Historic Churches Trust	3	3	3
	Conservation & Listed Build	280	269	286
	Kimbolton Small Works	2	2	2
	Local Plan	532	361	494
	Plannina Proiects/Implement	146	248	168
	St Neots Cap Scheme	1	0	0
	Strategic & Regional Plannina	85	80	86
	Suppl Plannina Guidance	13	12	13
	Trees	143	144	155
		1,207	1,122	1,210
Markets	Farmers Markets	-2	12	3
	Huntingdon Market	-36	-27	-27
	Markets Management	39	46	48
	Ramsev Farmer'S Market	0	4	0
	Ramsev Market	-2	-2	-2
	St Ives Bank Holiday Market	-37	-31	-40
	St Ives Market	-49	-50	-52
	St Neots Market	0	0	0
		-86	-48	-69

Service Budgets		2005/06		2006/07
		Original	Forecast	Budget
Economic Development	Business & Enterprse Support	193	220	193
	Hunts Cinema & Shoos	-16	-15	-86
	Industrial Properties	-98	-148	-143
	Miscellaneous Properties	273	100	-502
	N N D R Discretionary Relief	36	45	34
	St. Ives Station Road Proos	-22	-21	-24
	St Neots Shoos	-11	-21	-23
	Town Centre Management	788	221	852
	1,143	381	300	
Planning Delivery Grant	Planning Delivery Grant	-371	-298	-311
	Planning Grant Unallocated	238	266	474
	-133	-32	163	
	3,444	2,667	3,011	

Community Services		£000	£000	£000
Corporate Events	Leisure Grants	157	198	196
	Priory Centre	23	23	24
		179	221	220
Countryside	Barford Road Pocket Park	2	3	4
	Coneyear Park	0	0	1
	Countryside Management	157	164	163
	Hinchinbrooke Country Park	212	227	231
	Holt Island	2	2	2
	Ouse Valley Way	2	2	2
	Paxton Pits	105	105	107
	Paxton Pits R&R Fund	2	2	2
Spring Common	26	26	27	
	510	531	540	
Tourism	Accommodation Guide	10	1	1
	Brown Signs	8	0	0
	Christmas Cards	0	1	1
	Cyclist Leaflet	0	3	3
	Discover Cambridgeshire	1	1	1
	District Promotion	82	77	93
	Eeth Domestic Marketing	2	0	0
	Eeth Overseas Marketing	3	2	2
	Events Calendar	0	4	4
	Familiarisation Trips (Tic)	3	1	1
	Family Pack	3	1	1
	Historic Towns Leaflet	0	11	11
	Newsletter	1	1	1
	Out & About	6	7	7
	Ramsey Tic	3	8	8
	Tic Posters	5	0	5
	Tic Renewal & Repair	5	2	2
	Tourist Services	278	285	284
	Town Trails	6	8	3
Waterside Leaflet	0	4	4	
Web Development	3	3	3	
	419	421	436	
Community Initiatives	Com Initiatives - Housing	83	79	83
	Com Initiatives - Leisure	76	72	75
	Community Strategy	37	33	34
	Equal Opportunities	30	30	31
	Health For Huntingdonshire	5	15	33
	Health For Hunt Yaxley	2	1	1
	Healthy Living Centre	0	0	0
	Hunts Learning Partnership	24	1	1
	Local Agenda 21	46	27	28
	Miscellaneous Grants	284	279	287
	Oxmoor Action Plan	175	179	168
	Social Inclusion Group	0	4	4
	St Barnabus Ict Project	0	0	-0
Yaxley Community Project	68	60	96	
Young Peoples Project	37	49	0	
	867	829	842	
Parks	Highways Amenities	39	38	43
	Parks Contracts	782	824	876
	Parks Management	630	537	639
	Parks S106 Agreements	0	0	0
	Pavillions	42	44	45
	Unallocated Land Survey	0	0	16
	1,493	1,444	1,618	
Leisure Policy	Arts Development	151	168	195
	Leisure Development	211	192	200
	Policy And Strategic Mat	13	9	10
	375	369	405	

Service Budgets		2005/06		2006/07
		Original	Forecast	Budget
Leisure Centres	Huntingdon Leisure Centre	518	660	687
	Leisure Centres Overall	24	38	38
	Ramsey Leisure Centre	398	512	507
	Sawtry Leisure Centre	410	377	470
	St Ivo Leisure Centre	855	768	901
	St Neots Leisure Centre	638	602	665
		2,843	2,956	3,269
	6,687	6,771	7,330	
Community Safety		£000	£000	£000
Community Safety	C C T V	717	689	715
	Community Partnership	467	443	469
	1,185	1,132	1,185	
	1,185	1,132	1,185	
Housing Services		£000	£000	£000
Housing Services	Common Housing Register	17	12	12
	Contributions To H R A	26	25	26
	Housing Advances	12	9	10
	Housing Advice	103	102	111
	Housing Developments	14	15	15
	Housing Strategy	205	164	183
	Mobile Home Park	15	43	28
	Publicising Housing Services	6	6	6
	Waiting List	246	239	252
		646	613	643
Private Housing Support	Home Improvement Agency	79	71	82
	Housing Associations	918	883	2,058
	Housing Surveys	7	7	32
	Renovation/Improvement Grants	1,281	1,108	1,044
	2,285	2,069	3,216	
Homelessness	Homelessness Management	381	353	383
	Homeless Young Persons Advisor	3	3	3
	Hostel Support	67	67	69
	Invest To Save Schemes	0	5	10
	Priority Needs Scheme	0	24	24
	Rental Deposit Scheme	25	46	53
	Supporting People Scheme	25	25	25
	Temp Accommodation - B&B	78	48	47
	578	571	614	
Housing Benefits	Housing Benefits Admin	410	387	532
	Rent Allowance Local Scheme	38	22	23
	Rent Allowance National Scheme	-32	-41	38
	Temporary Accommodation Support	169	154	165
	585	522	759	
	4,094	3,775	5,232	
Highways & Transportation		£000	£000	£000
Transportation Strategy	Accessibility Improvements	26	25	29
	Cycle Routes	43	36	44
	Cycle Shelters	25	20	14
	Environmental Management	23	25	24
	Transportation Developments	567	206	727
	Transportation Grants	50	40	85
	Transportation Strategy	122	105	109
	854	456	1,033	
Public Transport	Bus Shelters	31	32	44
	Concessionary Fares	246	257	481
	Huntingdon Bus Station	81	80	56
	Rail Passes	5	5	5
	St Ives Bus Station	30	31	32
	392	406	618	
Highways Services	Highways Cyclic Mtce	0	0	1
	Highways Management	89	74	73
	Highways R&R Schemes	0	0	0
	89	74	74	
Car Parks	Car Park Management	-207	-282	-230
	Car Park Policy	188	186	247
	-19	-95	17	

Service Budgets		2005/06		2006/07
		Original	Forecast	Budget
Environmental Improvements	Env Imos Feasibility Studies	35	6	14
	Env Imos Management	72	39	46
	Environmental Imos Renewals	10	10	16
	Gazebo R&R	1	1	1
	Godmanchester Env Improvements	7	7	7
	Huntingdon Env Improvements	169	166	200
	Other Schemes	4	4	4
	Ramsey Env Improvements	22	16	24
	Small Scale Env Improvements	160	167	175
	Somersham Env Improvements	5	5	4
	St Ives Env Improvements	65	64	59
St Neots Env Improvements	96	96	88	
Yaxley Env Improvements	0	3	0	
	645	585	639	
	1,961	1,426	2,380	

Corporate Services		£000	£000	£000
Local Taxation & Benefits	Council Tax	852	916	943
	Council Tax Benefits	45	59	134
	N N D R Administration	-29	-27	-16
		869	948	1,061
Corporate Management	Bank Charges	53	51	58
	Best Value	180	206	211
	Customer First	365	448	331
	External Audit	110	110	113
	Information & Promotion	459	490	545
	Local Council Support	13	18	19
	Pensions	178	189	228
	Policy And Strategy	795	735	732
	Public Accountability	61	57	62
	System & Asset Management	91	46	45
	Telecommunications	-0	0	0
	Unallocated Central Overheads	-2	-8	-8
	2,302	2,344	2,334	
Democratic Representation	Corporate Committees	254	271	275
	Corporate Subscriptions	29	26	29
	Member Expenses & Allowances	418	419	431
	Member Support	367	361	392
	Twinning	18	18	18
	1,086	1,095	1,145	
Democratic Services	District Elections	41	14	165
	Elections Periodic Review	22	16	17
	Electoral Registration	164	151	156
	Emergency Planning	63	92	94
	Land Charges	-324	-177	-310
	Licences	14	13	111
	National & County Elections	31	21	-5
	Parish Elections	13	9	9
	23	139	237	
	4,280	4,527	4,777	

Other Expenditure		£000	£000	£000
Contingency	Efficiency Savings Contingency	-402	-153	-654
	General Contingency	132	118	140
	Other Contingencies	-83	-64	-179
		-353	-99	-693
Other Expenditure	Capital Charges Reversed	-8,893	-7,567	-10,266
	Commutation Transfer	-323	-323	-280
	Pensions Liabilities Reversed	-537	-537	-537
	V A T Partial Exemption	360	360	293
	-9,393	-8,067	-10,790	
Investment Interest	Interest Paid	45	82	82
	Interest Received	-3,000	-3,603	-2,868
	-2,955	-3,521	-2,786	
	-12,701	-11,688	-14,269	

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**CIPFA Prudential Code for Capital Finance in Local Authorities
Prudential Indicators for 2006/07**

Capital expenditure

1. Actual and Estimated Capital Expenditure

	2004/5 Actual £000	2005/6 Forecast £000	2006/7 Estimate £000	2007/8 Estimate £000	2008/9 Estimate £000
Gross*	16,426	21,474	20,389	19,239	13,190
Net	11,269	18,536	14,465	17,997	12,643

* 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.

2004/5 Actual £000	2005/6 Forecast £000	2006/7 Estimate £000	2007/8 Estimate £000	2008/9 Estimate £000
-28%	-23%	-17%	-11%	-7%

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 capital schemes that the Council is making a decision on in this report (i.e. it ignores changes already approved, slippage, inflation and savings). The actual change in Council Tax is different because of the impact of other schemes and the use of revenue reserves.

	2006/7 Estimate	2007/8 Estimate	2008/9 Estimate
Increase	£0.63	£1.42	£3.29
Cumulative	£0.63	£2.05	£5.34

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:

31/3/05 Actual £000	2005/6 Forecast £000	2006/7 Estimate £000	2007/8 Estimate £000	2008/9 Estimate £000	2009/10 Estimate £000	2010/11 Estimate £000
0	0	0	0	780	6,119	3,861

The Capital Financing Requirement totals £10.8M over the MTP period.

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 forecast shows that capital reserves are expected to run out in 2008/09 and the Authority will then need to fund most of its capital expenditure from long-term borrowing. However it is permitted to borrow a limited amount in advance of the need to fund capital expenditure (see paragraph 7 below).

External debt

6. The actual external borrowing at 31 March 2005

There was £2.5m 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. It reflects the proposed revision to the Treasury Management Strategy which allows the Authority to borrow up to £10.8m in 2005/06 and up to an aggregate of £15m in 2006/07 to finance capital expenditure shown as to be financed from borrowing in the Medium Term Plan period if it appears that long term rates are lower than they will be in later years. The remainder of the limit relates to temporary debt for Cash Flow Purposes.

2005/6 Limit £000	2006/7 Limit £000	2007/8 Estimate £000	2008/9 Estimate £000
32,800	35,000	35,000	35,000

8. The operational boundary for external debt

This reflects 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. The operational boundary does not include the allowances for long-term borrowing referred to above.

2006/7 Limit £000	2007/8 Estimate £000	2008/9 Estimate £000
15,000	15,000	15,000

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 also deemed to be variable rate investments for the purpose of this indicator. In practice the exposure to variable rates is likely to be less.

	2006/7 Limit £000	2007/8 Estimate £000	2008/9 Estimate £000
Upper limit on fixed rate exposure	100%	100%	100%
Upper limit on variable rate exposure	84%	50%	50%

11. Borrowing Repayment Profile

The proportion of 2006/7 borrowing that will mature in successive periods.

The table refers to temporary borrowing for cash flow purposes; 100% will mature in less than 12 months. If long-term borrowing takes place it will all be for maturities in excess of ten years.

	Upper limit	Lower limit
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. These figures also take account of the impact of any borrowing in advance on the assumption that appropriate sums may be invested in time deposits until the date they are required.

2006/7 Limit £000	2007/8 Estimate £000	2008/9 Estimate £000
30,800	30,000	25,000

TREASURY MANAGEMENT STRATEGY 2006/07

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 manager's who currently manage the following sums:

Investec	£26.5m
Alliance Capital	£26.5m
City Deposit Cash Managers	£20m
Total	£73m

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	2010/ 2011
	£M	£M	£M	£M	£M	£M
Forecast position at end of year	56	42	25	13	10	8

Investec and Alliance Capital both utilise a broader and more volatile range of investments. As the amount 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 of 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 that concentrates on a narrower more stable type 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 2007.

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

LONG-TERM BORROWING

As the Council's reserves run out, as illustrated in the table above, there will be a need for long-term borrowing to finance the capital programme. The financial plan shows that this will not be until 2008/9 however efficient treasury management involves borrowing when interest rates are judged to be at the best level, even if the funds have then to be invested at at least the same rate until the money is required; borrowing in this way is permitted by the Prudential Code if it is for planned expenditure. For this purpose the Council will deem planned expenditure to be the approved 5 year MTP and so advance borrowing will be limited by the planned funding of that programme from borrowing. Until the next MTP is approved in February 2007 this will be £10.8M.

If interest rates on long-term borrowing are judged to be low then advance borrowing will take place following advice from our treasury management advisor and consultation with the Executive Councillor for Finance in the light of a prepared risk assessment.

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 £15m at any one time.

The Council will need to approve a prudential indicator for the 'authorised limit for external debt'; this combines temporary and long-term borrowing and a maximum of £35m 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

Non-specified investments include all other types of investment.

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

Money Market Funds (MMFs)

MMFs are instruments for managing short-term cash based on pooling investments from organisations such as Local Authorities and reinvesting them in larger blocks with a range of counterparties with high credit ratings (AAA or A1/P1).

The MMF aggregates its returns and, after deducting its management costs, pays out an average rate to investors. Experience has shown that the return is usually equal to or better than the rates obtainable elsewhere for small or short term sums.

Investec wish to use MMFs because the number of high quality counterparties has reduced during 2005 and this will give them extra flexibility at no added risk to the Council. They are also a potential advantage for in-house funds. The mandates in Appendices A and B have been therefore been amended to include

the use of MMFs where credit ratings are no lower than required for other instruments.

INVESTMENT INSTRUMENTS USED BY THE COUNCIL

In the short-term, whilst 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; no change is proposed to this general approach during 2006/07.

The previous regulations required the Fund Managers to act as advisors when purchasing corporate bonds and similar securities, and the Council Officers had to approve the purchase. The Council continued this arrangement for the purchase of non-specified investments, however during 2005/06 this was changed, after taking advice from our advisor, so that the Fund Managers do not need approval to buy non-specified investments.

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 was reappointed until December 2007.

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. However Alliance Capital has requested that their mandate is amended in two ways:

- (a) The % of the portfolio that can be invested in AA- or Aa3 securities is increased from 40% to 50%.
- (b) The inclusion of perpetual securities

Our advisor considers that these changes do not increase the risks to the fund and therefore the mandate in Appendix B incorporates these changes. They will also apply to Investec.

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.

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 approve 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 Council's professional advisor).

The categories of non-specified investments that can prudently be used during 2006/07

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 2006/07 in investments that are less than 1 year

This will be £22m.

MANAGEMENT

The Director of Commerce and Technology and his staff, supported by the

Council's professional advisor, together with the Capital Receipts Advisory Group, will 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 2006/07. Any minor changes that are broadly consistent with this Strategy and either reduce or only minimally increase 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.

The Council's Prudential Indicators, which are an Annex to the Budget Report, set various limits that are consistent with this Strategy and allow officers to monitor its achievement.

IN-HOUSE FUND MANAGEMENT

Duration of investments	Fixed deposits up to and including 1 year for cash flow purposes. Up to 5 years in relation to the temporary investment of sums borrowed in advance.
Types of investments	Fixed Deposits Deposits at call, two or seven day notice Money Market Funds
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

COUNTERPARTY LIST

LIMIT £2.5M	SHORT TERM RATINGS
BANKS (Rated F1)	
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+
BUILDING SOCIETIES	
(Assets over £5 billion – Rated F1 or better)	
Britannia	F1
Coventry	F1
Nationwide	F1+
Portman	P1*
Yorkshire	F1
ALL LOCAL AUTHORITIES, POLICE AND FIRE AUTHORITIES	N/A

* Moody's credit rating

LIMIT £1.5M	SHORT TERM RATINGS
BANK SUBSIDIARIES Wholly owned by F1 Rated banks	
RBS Trust Bank Ltd	F1+
Ulster Bank Limited	A1**
Ulster Bank Ireland	A1**
OTHER BANKS	
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+**
HFC Bank	F1
Irish Intercontinental Bank	F1
KBC Bank NV	F1+
Singer and Friedlander	F1
OTHER INSTITUTIONS Rated F1	
3i Group Limited	A1**
Irish Life and Permanent plc	F1
BUILDING SOCIETIES (Assets over £2 billion)	
Chelsea	
Cheshire	
Derbyshire	
Dunfermline	
Leeds and Holbeck	
Newcastle	
Norwich and Peterborough	
Nottingham	
Principality	
Skipton	
Stroud and Swindon	
West Bromwich	

LIMIT £1M	SHORT TERM RATINGS
BUILDING SOCIETIES (Assets over £1.5 billion)	
Scarborough	

** 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 (Gilts) Deposits made with or marketable certificates of deposit issued by approved banks (CDs) Sovereign and supranational securities, including floating rate notes (Bonds) Corporate, bank and building society securities, including floating rate notes, commercial paper and asset backed securities (Corporate Bonds) Money Market Funds (MMFs)
Credit Ratings	Corporate investments Standard & Poors AA- or Aa3 or above or equivalent A- or A3 or better, maximum term 3 years Non-Uk Governments and Supranationals AA- or Aa3 or above or equivalent for non-UK Governments AAA or Aaa for Supranationals Short-term investments Standard & Poor's A1/P1 or above or equivalent Money Market Funds AAA
Maximum limits	50% Corporate Bonds 20% Supranational and sovereign securities 50% 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 Specific dispensations from these limits may be given in relation to the temporary investment of additional sums resulting from borrowing in advance.
Types of investments	Fixed Deposits Deposits at call, two or seven day notice
Credit Ratings	F1+ by FITCH IBCA or equivalent
Maximum limits	£5m 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 £5m With assets more than £1,000m £3m Other building societies in the top 25 £2m
Benchmark	3 month LIBID

Formal Resolutions

Council Tax 2006/07

- (a) That the Revenue Budget for 2006/07 as submitted be approved.
- (b) That the following amounts be calculated by the Council for 2006/07 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 Gross revenue expenditure including benefits and Parish Precepts	61,795,831
(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 Gross revenue income including reimbursement of benefits and use of reserves	41,616,680
(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 Budget requirement (item i minus item ii)	20,179,151
(iv) the aggregate of the amounts payable into the General Fund for the items set out in Section 33 (1) of the Act. Government support	10,891,539
(v) the aggregate of the amounts payable from the General Fund for the items set out in Section 33 (3) of the Act Collection Fund deficit	74,053
(vi) the basic amount of Council Tax for 2006/07 in accordance with Section 33 (1) District plus average Town/Parish Council Tax	164.42 per band D property
(vii) the aggregate of special items referred to in Section 34 (1) Total Town and Parish Council precepts	3,400,908

- (viii) the basic amount of Council Tax for 2006/07 for those parts of the District to which no special item relates **104.69**
District Council Tax per band D property

Tables 1 and 2 referred to below are not available as other Authorities have not yet approved their Council Tax levels. These tables will be distributed as soon as possible.

- (ix) the basic amounts of Council Tax for 2006/07 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 2006/07 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 2006/07 for each of the categories of dwelling shown in table 2 hereto.

TABLE 1	BAND A £	BAND B £	BAND C £	BAND D £	BAND E £	BAND F £	BAND G £	BAND H £
Cambridgeshire County Council	592.08	690.76	789.44	888.12	1085.48	1282.84	1480.20	1776.24
Cambridgeshire Police Authority	94.86	110.67	126.48	142.29	173.91	205.53	237.15	284.58
Huntingdonshire District Council	69.79	81.43	93.06	104.69	127.95	151.22	174.48	209.38
Cambridgeshire Fire Authority	33.60	39.20	44.80	50.40	61.60	72.80	84.00	100.80
PARISH COUNCILS :-								
Abbotsley	38.65	45.10	51.54	57.98	70.86	83.75	96.63	115.96
Abbots Ripton	27.57	32.16	36.76	41.35	50.54	59.73	68.92	82.70
Alconbury	23.55	27.48	31.40	35.33	43.18	51.03	58.88	70.66
Alconbury Weston	24.24	28.28	32.32	36.36	44.44	52.52	60.60	72.72
Alwalton	13.33	15.56	17.78	20.00	24.44	28.89	33.33	40.00
Barham & Woolley	9.53	11.11	12.70	14.29	17.47	20.64	23.82	28.58
Bluntisham	75.37	87.94	100.50	113.06	138.18	163.31	188.43	226.12
Brampton	47.70	55.65	63.60	71.55	87.45	103.35	119.25	143.10
Brington & Molesworth	11.75	13.71	15.67	17.63	21.55	25.47	29.38	35.26
Broughton	21.71	25.32	28.94	32.56	39.80	47.03	54.27	65.12
Buckden	30.23	35.26	40.30	45.34	55.42	65.49	75.57	90.68
Buckworth	39.91	46.56	53.21	59.86	73.16	86.46	99.77	119.72
Bury	16.44	19.18	21.92	24.66	30.14	35.62	41.10	49.32
Bythorn & Keyston	2.88	3.36	3.84	4.32	5.28	6.24	7.20	8.64
Catworth	49.25	57.46	65.67	73.88	90.30	106.72	123.13	147.76
Chesterton	8.47	9.89	11.30	12.71	15.53	18.36	21.18	25.42
Colne	28.89	33.71	38.52	43.34	52.97	62.60	72.23	86.68
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	32.35	37.75	43.14	48.53	59.31	70.10	80.88	97.06
Easton	14.03	16.37	18.71	21.05	25.73	30.41	35.08	42.10
Ellington	26.06	30.40	34.75	39.09	47.78	56.46	65.15	78.18
Elton	15.04	17.55	20.05	22.56	27.57	32.59	37.60	45.12
Eynesbury Hardwicke	9.16	10.69	12.21	13.74	16.79	19.85	22.90	27.48
Farcet	30.75	35.88	41.00	46.13	56.38	66.63	76.88	92.26
Fenstanton	24.09	28.10	32.12	36.13	44.16	52.19	60.22	72.26
Folksworth & Washingley	33.53	39.11	44.70	50.29	61.47	72.64	83.82	100.58
Glatton	10.25	11.96	13.67	15.38	18.80	22.22	25.63	30.76
Godmanchester	32.73	38.18	43.64	49.09	60.00	70.91	81.82	98.18
Grafham	27.18	31.71	36.24	40.77	49.83	58.89	67.95	81.54
Great & Little Gidding	43.75	51.04	58.33	65.62	80.20	94.78	109.37	131.24
Great Gransden	22.37	26.10	29.83	33.56	41.02	48.48	55.93	67.12
Great Paxton	23.36	27.25	31.15	35.04	42.83	50.61	58.40	70.08
Great Staughton	23.73	27.69	31.64	35.60	43.51	51.42	59.33	71.20
Haddon	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hail Weston	26.78	31.24	35.71	40.17	49.10	58.02	66.95	80.34
Hamerton	8.33	9.72	11.11	12.50	15.28	18.06	20.83	25.00

TABLE 1 Cont.	BAND A £	BAND B £	BAND C £	BAND D £	BAND E £	BAND F £	BAND G £	BAND H £
Hemingford Abbots	28.99	33.82	38.65	43.48	53.14	62.80	72.47	86.96
Hemingford Grey	20.13	23.49	26.84	30.20	36.91	43.62	50.33	60.40
Hilton	27.39	31.95	36.52	41.08	50.21	59.34	68.47	82.16
Holme	23.71	27.66	31.61	35.56	43.46	51.36	59.27	71.12
Holywell-cum-Needingworth	55.57	64.83	74.09	83.35	101.87	120.39	138.92	166.70
Houghton & Wyton	30.15	35.18	40.20	45.23	55.28	65.33	75.38	90.46
Huntingdon	54.10	63.12	72.13	81.15	99.18	117.22	135.25	162.30
Kimbolton	45.35	52.91	60.47	68.03	83.15	98.27	113.38	136.06
Kings Ripton	32.88	38.36	43.84	49.32	60.28	71.24	82.20	98.64
Leighton Bromswold	24.69	28.81	32.92	37.04	45.27	53.50	61.73	74.08
Little Paxton	31.22	36.42	41.63	46.83	57.24	67.64	78.05	93.66
Morborne	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Offord Cluny	28.33	33.05	37.77	42.49	51.93	61.37	70.82	84.98
Offord D'Arcy	27.06	31.57	36.08	40.59	49.61	58.63	67.65	81.18
Oldhurst	6.19	7.22	8.25	9.28	11.34	13.40	15.47	18.56
Old Weston	7.66	8.94	10.21	11.49	14.04	16.60	19.15	22.98
Perry	23.72	27.67	31.63	35.58	43.49	51.39	59.30	71.16
Pidley-cum-Fenton	9.01	10.51	12.01	13.51	16.51	19.51	22.52	27.02
Ramsey	27.91	32.56	37.21	41.86	51.16	60.46	69.77	83.72
St.Ives	56.58	66.01	75.44	84.87	103.73	122.59	141.45	169.74
St.Neots	49.53	57.78	66.04	74.29	90.80	107.31	123.82	148.58
St.Neots Rural	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sawtry	59.40	69.30	79.20	89.10	108.90	128.70	148.50	178.20
Sibson-cum-Stibbington	11.55	13.48	15.40	17.33	21.18	25.03	28.88	34.66
Somersham	37.37	43.59	49.82	56.05	68.51	80.96	93.42	112.10
Southoe & Midloe	41.67	48.61	55.56	62.50	76.39	90.28	104.17	125.00
Spaldwick	23.17	27.03	30.89	34.75	42.47	50.19	57.92	69.50
Steeple Gidding	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Stilton	43.73	51.02	58.31	65.60	80.18	94.76	109.33	131.20
Stow Longa	33.33	38.89	44.44	50.00	61.11	72.22	83.33	100.00
Tetworth	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
The Stukeleys	17.23	20.10	22.97	25.84	31.58	37.32	43.07	51.68
Tilbrook	15.57	18.17	20.76	23.36	28.55	33.74	38.93	46.72
Toseland	8.11	9.46	10.81	12.16	14.86	17.56	20.27	24.32
Upton and Coppingford	24.35	28.40	32.46	36.52	44.64	52.75	60.87	73.04
Upwood and the Raveleys	14.51	16.93	19.35	21.77	26.61	31.45	36.28	43.54
Warboys	21.63	25.24	28.84	32.45	39.66	46.87	54.08	64.90
Waresley	15.51	18.09	20.68	23.26	28.43	33.60	38.77	46.52
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	18.52	21.61	24.69	27.78	33.95	40.13	46.30	55.56
Woodhurst	13.77	16.06	18.36	20.65	25.24	29.83	34.42	41.30
Woodwalton	17.67	20.62	23.56	26.51	32.40	38.29	44.18	53.02
Yaxley	42.77	49.89	57.02	64.15	78.41	92.66	106.92	128.30
Yelling	2.37	2.76	3.16	3.55	4.34	5.13	5.92	7.10

TABLE 2	TOTAL CHARGES							
	BAND	BAND	BAND	BAND	BAND	BAND	BAND	BAND
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Abbotsley	828.98	967.16	1105.32	1243.48	1519.80	1796.14	2072.46	2486.96
Abbots Ripton	817.90	954.22	1090.54	1226.85	1499.48	1772.12	2044.75	2453.70
Alconbury	813.88	949.54	1085.18	1220.83	1492.12	1763.42	2034.71	2441.66
Alconbury Weston	814.57	950.34	1086.10	1221.86	1493.38	1764.91	2036.43	2443.72
Alwalton	803.66	937.62	1071.56	1205.50	1473.38	1741.28	2009.16	2411.00
Barham & Woolley	799.86	933.17	1066.48	1199.79	1466.41	1733.03	1999.65	2399.58
Bluntisham	865.70	1010.00	1154.28	1298.56	1587.12	1875.70	2164.26	2597.12
Brampton	838.03	977.71	1117.38	1257.05	1536.39	1815.74	2095.08	2514.10
Brington & Molesworth	802.08	935.77	1069.45	1203.13	1470.49	1737.86	2005.21	2406.26
Broughton	812.04	947.38	1082.72	1218.06	1488.74	1759.42	2030.10	2436.12
Buckden	820.56	957.32	1094.08	1230.84	1504.36	1777.88	2051.40	2461.68
Buckworth	830.24	968.62	1106.99	1245.36	1522.10	1798.85	2075.60	2490.72
Bury	806.77	941.24	1075.70	1210.16	1479.08	1748.01	2016.93	2420.32
Bythorn & Keyston	793.21	925.42	1057.62	1189.82	1454.22	1718.63	1983.03	2379.64
Catworth	839.58	979.52	1119.45	1259.38	1539.24	1819.11	2098.96	2518.76
Chesterton	798.80	931.95	1065.08	1198.21	1464.47	1730.75	1997.01	2396.42
Colne	819.22	955.77	1092.30	1228.84	1501.91	1774.99	2048.06	2457.68
Conington	799.46	932.72	1065.96	1199.20	1465.68	1732.18	1998.66	2398.40
Covington	809.14	944.00	1078.86	1213.71	1483.42	1753.14	2022.85	2427.42
Denton & Caldecote	790.33	922.06	1053.78	1185.50	1448.94	1712.39	1975.83	2371.00
Diddington	801.08	934.61	1068.12	1201.63	1468.65	1735.69	2002.71	2403.26
Earith	822.68	959.81	1096.92	1234.03	1508.25	1782.49	2056.71	2468.06
Easton	804.36	938.43	1072.49	1206.55	1474.67	1742.80	2010.91	2413.10
Ellington	816.39	952.46	1088.53	1224.59	1496.72	1768.85	2040.98	2449.18
Elton	805.37	939.61	1073.83	1208.06	1476.51	1744.98	2013.43	2416.12
Eynesbury Hardwicke	799.49	932.75	1065.99	1199.24	1465.73	1732.24	1998.73	2398.48
Farcet	821.08	957.94	1094.78	1231.63	1505.32	1779.02	2052.71	2463.26
Fenstanton	814.42	950.16	1085.90	1221.63	1493.10	1764.58	2036.05	2443.26
Folksworth & Washingley	823.86	961.17	1098.48	1235.79	1510.41	1785.03	2059.65	2471.58
Glatton	800.58	934.02	1067.45	1200.88	1467.74	1734.61	2001.46	2401.76
Godmanchester	823.06	960.24	1097.42	1234.59	1508.94	1783.30	2057.65	2469.18
Grafham	817.51	953.77	1090.02	1226.27	1498.77	1771.28	2043.78	2452.54
Great & Little Gidding	834.08	973.10	1112.11	1251.12	1529.14	1807.17	2085.20	2502.24
Great Gransden	812.70	948.16	1083.61	1219.06	1489.96	1760.87	2031.76	2438.12
Great Paxton	813.69	949.31	1084.93	1220.54	1491.77	1763.00	2034.23	2441.08
Great Staughton	814.06	949.75	1085.42	1221.10	1492.45	1763.81	2035.16	2442.20
Haddon	790.33	922.06	1053.78	1185.50	1448.94	1712.39	1975.83	2371.00
Hail Weston	817.11	953.30	1089.49	1225.67	1498.04	1770.41	2042.78	2451.34
Hamerton	798.66	931.78	1064.89	1198.00	1464.22	1730.45	1996.66	2396.00
Hemingford Abbots	819.32	955.88	1092.43	1228.98	1502.08	1775.19	2048.30	2457.96
Hemingford Grey	810.46	945.55	1080.62	1215.70	1485.85	1756.01	2026.16	2431.40
Hilton	817.72	954.01	1090.30	1226.58	1499.15	1771.73	2044.30	2453.16

TABLE 2 Cont.	TOTAL CHARGES							
	BAND A £	BAND B £	BAND C £	BAND D £	BAND E £	BAND F £	BAND G £	BAND H £
Holme	814.04	949.72	1085.39	1221.06	1492.40	1763.75	2035.10	2442.12
Holywell-cum-Needingworth	845.90	986.89	1127.87	1268.85	1550.81	1832.78	2114.75	2537.70
Houghton & Wyton	820.48	957.24	1093.98	1230.73	1504.22	1777.72	2051.21	2461.46
Huntingdon	844.43	985.18	1125.91	1266.65	1548.12	1829.61	2111.08	2533.30
Kimbolton	835.68	974.97	1114.25	1253.53	1532.09	1810.66	2089.21	2507.06
Kings Ripton	823.21	960.42	1097.62	1234.82	1509.22	1783.63	2058.03	2469.64
Leighton Bromswold	815.02	950.87	1086.70	1222.54	1494.21	1765.89	2037.56	2445.08
Little Paxton	821.55	958.48	1095.41	1232.33	1506.18	1780.03	2053.88	2464.66
Morborne	790.33	922.06	1053.78	1185.50	1448.94	1712.39	1975.83	2371.00
Offord Cluny	818.66	955.11	1091.55	1227.99	1500.87	1773.76	2046.65	2455.98
Offord D'Arcy	817.39	953.63	1089.86	1226.09	1498.55	1771.02	2043.48	2452.18
Oldhurst	796.52	929.28	1062.03	1194.78	1460.28	1725.79	1991.30	2389.56
Old Weston	797.99	931.00	1063.99	1196.99	1462.98	1728.99	1994.98	2393.98
Perry	814.05	949.73	1085.41	1221.08	1492.43	1763.78	2035.13	2442.16
Pidley-cum-Fenton	799.34	932.57	1065.79	1199.01	1465.45	1731.90	1998.35	2398.02
Ramsey	818.24	954.62	1090.99	1227.36	1500.10	1772.85	2045.60	2454.72
St.Ives	846.91	988.07	1129.22	1270.37	1552.67	1834.98	2117.28	2540.74
St.Neots	839.86	979.84	1119.82	1259.79	1539.74	1819.70	2099.65	2519.58
St.Neots Rural	790.33	922.06	1053.78	1185.50	1448.94	1712.39	1975.83	2371.00
Sawtry	849.73	991.36	1132.98	1274.60	1557.84	1841.09	2124.33	2549.20
Sibson-cum-Stibbington	801.88	935.54	1069.18	1202.83	1470.12	1737.42	2004.71	2405.66
Somersham	827.70	965.65	1103.60	1241.55	1517.45	1793.35	2069.25	2483.10
Southoe & Midloe	832.00	970.67	1109.34	1248.00	1525.33	1802.67	2080.00	2496.00
Spaldwick	813.50	949.09	1084.67	1220.25	1491.41	1762.58	2033.75	2440.50
Steeple Gidding	790.33	922.06	1053.78	1185.50	1448.94	1712.39	1975.83	2371.00
Stilton	834.06	973.08	1112.09	1251.10	1529.12	1807.15	2085.16	2502.20
Stow Longa	823.66	960.95	1098.22	1235.50	1510.05	1784.61	2059.16	2471.00
Tetworth	790.33	922.06	1053.78	1185.50	1448.94	1712.39	1975.83	2371.00
The Stukeleys	807.56	942.16	1076.75	1211.34	1480.52	1749.71	2018.90	2422.68
Tilbrook	805.90	940.23	1074.54	1208.86	1477.49	1746.13	2014.76	2417.72
Toseland	798.44	931.52	1064.59	1197.66	1463.80	1729.95	1996.10	2395.32
Upton and Coppingford	814.68	950.46	1086.24	1222.02	1493.58	1765.14	2036.70	2444.04
Upwood and the Raveleys	804.84	938.99	1073.13	1207.27	1475.55	1743.84	2012.11	2414.54
Warboys	811.96	947.30	1082.62	1217.95	1488.60	1759.26	2029.91	2435.90
Waresley	805.84	940.15	1074.46	1208.76	1477.37	1745.99	2014.60	2417.52
Water Newton	790.33	922.06	1053.78	1185.50	1448.94	1712.39	1975.83	2371.00
Winwick	790.33	922.06	1053.78	1185.50	1448.94	1712.39	1975.83	2371.00
Wistow	808.85	943.67	1078.47	1213.28	1482.89	1752.52	2022.13	2426.56
Woodhurst	804.10	938.12	1072.14	1206.15	1474.18	1742.22	2010.25	2412.30
Woodwalton	808.00	942.68	1077.34	1212.01	1481.34	1750.68	2020.01	2424.02
Yaxley	833.10	971.95	1110.80	1249.65	1527.35	1805.05	2082.75	2499.30
Yelling	792.70	924.82	1056.94	1189.05	1453.28	1717.52	1981.75	2378.10

Proposed Variation to Constitution: Access to Information Procedure Rules

Report by the Head of Administration

Matters for Information

1. INTRODUCTION

1.1 On 18th January 2006, the first Secretary of State made the following Statutory Instruments (SIs) -

- ◆ The Local Government (Access to Information) (Variation) Order 2006;
- ◆ The Local Authorities (Executive Arrangements) (Access to Information) (Amendment) (England) Regulations 2006; and
- ◆ The Relevant Authorities (Standards Committee) (Amendment) Regulations 2006.

They come into force on 1st March 2006 and apply to all principal councils in England.

1.2 The Order and Regulations make changes to Part 5A and Schedule 12A to the Local Government Act 1972 in relation to access to meetings and documents of principal councils and certain committees of those councils. The changes are intended to align the access to information provisions in the local government legislation with the Freedom of Information Act.

1.3 As a consequence of the publication of the SIs and their effective date, changes to the District Council's constitution are required.

2. EFFECT OF STATUTORY INSTRUMENTS AND PROPOSED CHANGES TO THE CONSTITUTION

2.1 Essentially, the Order substitutes a new Schedule 12A (which contains the definitions of exempt information) using simpler and clearer descriptions and some of the previous qualifications are replaced by a public interest test. Consequential amendments are made to those sections relating to "additional rights of access to documents for members of principal councils" and the regulations referred to apply the same changes to meetings of the Cabinet and the Standards Committee and any sub committee of a Standards Committee.

2.2 Changes to the constitution will be required and these are listed below with appropriate references -

(a) **Delete** existing paragraph 10.3 on page 181 and **insert** the following:-

“10.3 Meaning of Exempt Information

Exempt information means information falling within the following 7 categories subject to the relevant condition(s):-

Category	Condition
1. Information relating to any individual.	
2. Information that is likely to reveal the identity of an individual.	
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).	Information is not exempt information if it is required to be registered under – (a) The Companies Act 1985 (b) The Friendly Societies Act 1974 (c) The Friendly Societies Act 1992 (d) The Industrial and Provident Societies Act 1965 – 1978 (e) The Building Societies Act 1986; or (f) The Charities Act 1993.
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.	
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	
6. Information which reveals that the authority proposes – (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.	

<p>7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.</p> <p>7A Information which is subject to any obligation of confidentiality.</p> <p>7B Information which relates in any way to matters concerning national security.</p> <p>7C The deliberations of the Standards Committee or of a sub committee of a Standards Committee established under the provisions of Part 3 of the Local Government Act 2000 in reaching any finding on a matter referred to under the provisions of Section 60 (2) or (3), 64(2), 70(4) or (5) or 71(2) of that Act.</p>	
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Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992. “.

“Information which –

- (a) falls within any of paragraphs 1-7 above; and
- (b) is not prevented from being exempt by virtue of the conditions attached to paragraph 3 and to regulation 3 of the Town & Country Planning General Regulations 1992, is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

In these circumstances, the Director of Central Services and Monitoring Officer (or in his absence the Head of Administration) shall determine the public interest case.”.

- (b) **Delete** existing paragraph 22.1 on page 189 and **insert** the following:-

“22.1 Material relating to previous business

Any document which is in the possession or under the control of the Cabinet and contains material relating to any business to be transacted at a meeting of the Cabinet or relates to any key decision shall be open to inspection

by any Member of the Council unless it appears to the Director of Central Services and Monitoring Officer that it discloses exempt information.


Notwithstanding paragraph 22.1, the document will remain open to inspection if the information it contains falls within paragraphs 3 or 6 of Schedule 12A to the Local Government Act 1972 (with the exception of information relating to any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract.)”.

3. CONCLUSION

The Council is recommended to approve the changes to the Constitution as set out in paragraph 2.2 as a consequence of the variations to that part of the Local Government Act 1972 relating to access to information.

BACKGROUND PAPERS

The Local Government (Access to Information) (Variation) Order 2006.
The Local Authorities (Executive Arrangements) (Access to Information) (Amendment) (England) Regulations 2006. The Relevant Authorities (Standards Committee) (Amendment) (Regulations) 2006.
The Councils Constitution
Local Government Act 1972

Contact Officer: Christine Deller, Democratic Services Manager
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Cabinet

Report of the meetings held on 15th December 2005,
12th January, 2nd and 10th February 2006

Matters for Decision

88. BUDGET AND MEDIUM TERM PLAN 2007 - 2011 AND BUDGET 2006/07

The Cabinet has considered the content of the 2006/07 draft budget, the Medium Term Plan for the period 2007 – 2011 and the level of Council Tax for the following year. The financial report considered by the Cabinet at their meeting held on 2nd February 2006 is reproduced as Appendix A hereto.

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 the spending proposals summarised in Annex C to the report be approved;**
- (b) that, subject to appropriate adjustments to Annexes B and C to reflect the potential requirement for additional compensatory savings/budget reductions as may be determined by Council at its meeting on 22nd February 2006, the proposed budget and Medium Term Plan as annexed to the report be approved;**
- (c) that a Council Tax level of £104.69 for a Band D property for 2006/07 and the indicative levels for 2007/08 onwards as detailed in paragraph 6.9 of the report be approved; and**
- (d) that the Prudential Indicators at Annex E to the report be approved.**

89. 2006/07 TREASURY MANAGEMENT STRATEGY

Reproduced as Appendix B is a proposed Treasury Management Strategy for 2006/07. 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 2006/07 Treasury Management Strategy be approved.

90. IMPLEMENTING ELECTRONIC GOVERNMENT STATEMENT 2005

Having considered the content of the Implementing Electronic Government Statement 2005 (a copy of which has been circulated under separate cover to all Members) prior to its submission to the Office of the Deputy Prime Minister, the Cabinet

RECOMMEND

that the submission of the Implementing Electronic Government Statement 2005 be approved.

91. HEADQUARTERS AND OTHER ACCOMMODATION – DEVELOPMENT AGREEMENT

Members will have received under separate cover a report by the Chief Officers' Management Team entitled "Headquarters and Other Accommodation – Development Agreement". The report has been considered by the District Council Headquarters and Other Accommodation Members' Advisory Group and the Cabinet and has been the subject of discussion at a joint meeting of the Overview & Scrutiny Panels. The recommendations of the Advisory Group have been circulated separately to all Members and have been endorsed by the Panels and Cabinet.

Having regard to the confidentiality of the information contained in the report, the Council will need to exclude the public for the duration of its consideration and voting thereon. Accordingly, the Cabinet

RECOMMEND

- (a) that the press and public be excluded from the meeting by virtue of paragraph 9 of Part 1 of Schedule 12A to the Local Government Act 1972 to enable consideration to be given the report by the Chief Officers Management Team which contains exempt information relating to terms for the acquisition and disposal of property and the supply of goods and services; and**
- (b) that the recommendations set out in paragraph 2.4 of the report of the Advisory Group be approved.**

(NB. The Council will need to resolve to re-admit the press and public following the consideration and determination of this item of business.)

Matters for Information

92. CALL CENTRE PERFORMANCE AND PROPOSED CHANGES TO CALL HANDLING ARRANGEMENTS

In conjunction with the Overview and Scrutiny Panel (Service Delivery and Resources) the Cabinet has been acquainted with the outcome of a review of levels of performance achieved by the Call Centre in its first month of operation. Having noted the rates at which calls had been received, answered and resolved satisfactorily, Members have been acquainted with proposals to improve call handling by increasing the number of operational lines, which should prevent callers hearing an engaged tone at busy times. In that respect, the Cabinet has endorsed an increase in the number of operational lines and the trial use of call queuing arrangements for a three month period which will give the caller the option to queue or leave a message.

93. BLACK AND MINORITY ETHNIC (BME) HOUSING STRATEGY

The Cabinet has approved the Council's second Black Minority Ethnic (BME) Housing Strategy which is to be submitted to Go East. The Strategy has been written following consultation with BME Groups, the Local Diversity Forum and other partners.

94. NUISANCE VEHICLES

The Cabinet has been acquainted with the availability of devolved powers from the DVLA for dealing with the clamping and removing of untaxed vehicles from the public highway. In adopting the powers the Cabinet has agreed to subscribe to a code of practice produced by the DVLA which deals with a range of issues including the removal of untaxed vehicles and wheel clamping fees. As part of the new arrangements the Head of Environmental Health Services has been authorised by the Cabinet to enter into an agreement with the existing abandoned vehicles contractor to collect, store, destroy, return, sell or otherwise dispose of untaxed nuisance vehicles in return for the fees set out in the Vehicle Excise Duty Regulations 1997. At the same time, the Cabinet has delegated the Director of Operational Services to appoint Officers to enforce the devolved powers.

**95. HOMELESS PREVENTION OFFICER:
REQUEST FOR THE RELEASE OF FUNDS**

The Cabinet has agreed to make the post of Homelessness Prevention Officer permanent and to release the relevant funding from the Medium Term Plan. The post has had a major impact on the

Council's priority of providing suitable accommodation for those who are homeless.

96. ALFRED HALL MEMORIAL FIELD/EYNESBURY ROVERS FC DESIGN BRIEF

Having considered responses received to consultation on the proposed design brief for the Alfred Hall Memorial Field/Eynesbury Rovers FC and having been acquainted with the resultant amendments which had been made to the document, the Cabinet has approved the adoption of a Design Brief (as amended) as interim planning guidance. In so doing, the Director of Operational Services has been authorised, after consultation with the Executive Councillor for Planning Strategy, to make any minor consequential amendments to the text and illustrations as necessary.

97. RAMSEY CONSERVATION AREA BOUNDARY REVIEW, CHARACTER ASSESSMENT AND MANAGEMENT PLAN CONSULTATION DOCUMENTS

The Cabinet has considered responses received to consultation on the Ramsey Conservation Area Boundary Review, Character Assessment and Management Plan. Having been acquainted with the resultant amendments which had been made to the documents, the Cabinet has agreed to designate the conservation area according to the revised Ramsey Boundary Review document and has approved the adoption of the Character Assessment and Management Plan consultation documents (as amended). In so doing, the Director of Operational Services has been authorised after consultation with the Executive Councillor for Planning Strategy to make any minor consequential amendments to the text and illustrations as necessary.

98. THE GRAND CINEMA, RAMSEY – DEVELOPMENT BRIEF

The Cabinet has agreed to adopt the development brief for the Grand Cinema in Ramsey as Interim Planning Guidance. The brief is an important step towards achieving the most appropriate form of redevelopment on the site and has been the subject of a public consultation exercise. The Cabinet has also authorised the Director of Operational Services, after consultation with the Executive Councillor for Planning Strategy, to make any minor consequential amendments to the text and illustrations as necessary.

99. RESIDENTIAL DEVELOPMENT SITE, MOORHOUSE DRIVE, HUNTINGDON

The Cabinet has approved in principle the sale of land at Moorhouse Drive, Huntingdon to Huntingdonshire Housing Partnership for residential development, 29% of which will comprise affordable housing. In so doing, the Director of Central Services has been authorised, after consultation with the Executive Councillors for Resources and Policy, and for Finance, to approve detailed terms for the sale of the land.

**100. THE COUNCIL'S SCHEME OF DELEGATION:
INTERIM VARIATION PENDING THE APPOINTMENT OF A
DIRECTOR OF COMMERCE AND TECHNOLOGY**

The Cabinet has approved interim arrangements relating to the Council's scheme of delegation pending the recruitment of a Director of Commerce and Technology to the current vacancy. With effect from 20th January 2006, the Chief Executive will undertake the powers delegated to the Director in the scheme on a temporary basis, with the exception of those which relate to the Financial Proper Officer and Section 151 functions which will be dealt with by the Head of Financial Services.

101. MEMBERSHIP OF PANELS

The Cabinet has appointed the Executive Councillor for Office Accommodation and Other Special Projects to the Appointments Panel to serve alongside Councillors Baker, Davies, Rogers and Simpson during the forthcoming interviews for the post of Director of Commerce and Technology.

The Cabinet has also appointed the Executive Councillor to the Employment Panel as an ex-officio member.

102. RISK MANAGEMENT

Arising from the review of office management procedures, the Cabinet has appointed the Executive Councillor for Finance as risk management "champion".

103. BROOKSIDE, HUNTINGDON, URBAN DESIGN FRAMEWORK

The Cabinet has approved for public consultation a draft Urban Design Framework for the former school site at Brookside, Huntingdon. The framework has been produced to clearly identify and guide a series of principles for the redevelopment of the site aimed at enhancing the architectural and visual quality of the Town.

**104. LONGSANDS COLLEGE, ST. NEOTS
URBAN DESIGN BRIEF AND MASTERPLAN**

Further to Item No. 54 of their Report to the meeting of the Council held on 28th September 2005, the Cabinet has considered responses received from the consultation exercise on the draft Urban Design Brief and Masterplan for the redevelopment of land in and around Longsands College, the Huntingdonshire Regional College, the site of the open air swimming pool, the Almond Road surgery and Health Centre in St. Neots. Having been acquainted with the amendments made to the document, the Cabinet has authorised the Planning Policy Manager, after consultation with Executive Councillor for Planning Strategy, to approve the adoption of the document as Interim Planning Guidance.

105. LOCAL DEVELOPMENT FRAMEWORK – ANNUAL MONITORING REPORT

The Cabinet has noted the outcome of the Council's first Local Development Framework monitoring report for the period from 1st April 2004 to 31st March 2005 prior to its submission to the Secretary of State. The document focuses on the progress of the scheme, indicators for monitoring local development documents, an analysis of non-implementation of existing policies and an estimate of future performance in terms of housing delivery.

106. PUBLIC CONVENIENCES ADVISORY GROUP

Consequent upon a meeting of the Public Conveniences Advisory Group held on 24th November 2005, the Cabinet has approved the replacement of the South Street public conveniences on an alternative site and endorsed a number of recommendations relating to the Council's future commitment to the provision of conveniences in town centres, service standards and maintenance/cleaning. A copy of the report is available on request from the Democratic Services Section.

107. DECLARATION OF CONTAMINATED LAND

Further to Item No. 77 of their Report to the meeting of the Council held on 7th December 2005, the Cabinet has been acquainted with the findings of a contaminated land survey of the Council's mobile home park at Eynesbury, St. Neots. Due to concentrations of compounds, on-site including benzo(A)pyrene, the land has been declared as "contaminated land" resulting in a requirement to commission a remediation statement at a cost of £35,000 for which a bid has been submitted for Government funding under the contaminated land capital projects programme. In view of the need to proceed as soon as possible, the Cabinet has approved a supplementary estimate to enable consultants to be appointed to prepare the statement.

108. CHILDREN AND YOUNG PEOPLE PLAN AND AREA MANAGEMENT STRUCTURE

In conjunction with the Overview and Scrutiny Panel (Planning and Finance) the Cabinet have been consulted on the content of the first full plan of the Cambridgeshire Children and Young People's Strategic Partnership. The Partnership brings together organisations involved in delivering a wide range of services in Cambridgeshire including the District Council. The plan is an important step in the development of services for children and young people as it identifies the Partnership's priorities for 2006 to 2009. At the same time, the Cabinet has been consulted on proposals for the delivery and organisation of services for children and young people at area locality level. It is envisaged that Huntingdonshire will be one of three areas in the County and will contain four locality teams of multi-disciplinary staff organised around the secondary schools at Huntingdon, St. Ives, St. Neots and Ramsey/Sawtry. In discussing the new arrangements

the Cabinet has expressed concern about the potential implications at County and District levels given the pressures arising from the revenue support grant settlement and the competing priorities of other services for the allocation of resources. With this in mind, the Cabinet has authorised the Chief Executive to respond to the consultation documents and requested that a further report on arrangements for the Children and Young People's services be submitted to a future meeting once local governance and resources issues are known.

109. HEADQUARTERS AND OTHER ACCOMMODATION – OPERATIONS CENTRE LAND PURCHASE

The Cabinet has approved terms for the purchase of land at Latham Road, Huntingdon for an Operations Centre in conjunction with the development of a new Headquarters for the District Council. Subsequently the land has been sold to another party and a search for an alternative location has commenced.

110. 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 to December 2005.

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

111. WIND POWER – DRAFT SUPPLEMENTARY PLANNING DOCUMENT

Further to Item No. 42 of their Report to the meeting of the Council held on 28th September 2005 and having been acquainted with responses received to consultation on the draft document, the Cabinet has agreed to adopt the Supplementary Planning Document – Wind Power.

112. LOCAL AUTHORITY BUSINESS GROWTH INCENTIVE

Further to Item No. 46 of their Report to the meeting of the Council held on 28th September 2005, the Cabinet has been acquainted with details of the Government's Local Authority Business Growth Incentive (LABGI) scheme designed to allow local authorities to retain a share of increased business rates generated in their area. Business growth will be measured in terms of the increase in a local authority's rateable value during a calendar year. A single payment will be made to each eligible local authority in the final quarter of the financial year and it is envisaged that the Council will receive the first payment from the scheme this month.

113. FOOTBALL IMPROVEMENTS

The Cabinet has approved revised funding arrangements for a football improvements project within the Medium Term Plan. The project intends to improve football facilities at Priory Park, St Neots

and St Ivo Outdoor Leisure Centre with the creation of additional changing and showering facilities, a meeting area, adjustments to existing car parking arrangements and new cycle path. The scheme is to be funded by way of the MTP, Section 106 monies from a local development and a contribution from the Football Federation.

114. MEDIUM TERM PLAN: REQUEST FOR RELEASE OF FUNDS

The Cabinet has agreed to release appropriate funding for the Health Improvement Scheme within the Medium Term Plan. The project will contribute to the corporate priority of obtaining and maintaining a healthy population by promoting services and activities which prevent ill-health and contribute to healthy lifestyles.

115. COMMERCIAL PROPERTY PORTFOLIO: SUPPORTING STRONG AND DIVERSE ECONOMY

The Cabinet has approved the Medium Term Strategic Investment Plan for the Council's Commercial Property Portfolio. The plan will support the Council's priorities and the development of physical assets to help deliver the objectives for a number of Plans and Strategies including the Community Strategy, Local Economy Strategy, Market Town Vision Statements and Action Plans, together with regional and sub-regional objectives. At the same time, the Cabinet has approved the phasing of expenditure for five schemes identified and prioritised by partners including industrial and commercial workspace at St. Ives and a proposed combined heat and power business enterprise centre at St. Neots. The progress of each scheme is conditional upon approval of a detailed appraisal by the Cabinet.

116. LOCAL AREA AGREEMENTS

The Cabinet has approved a draft Local Area Agreement for Cambridgeshire which aims to streamline Government funding, encourage partnership working and direct investment towards local priorities. In so doing, the Cabinet has raised concerns over the Agreement in terms of local accountability, the potential implications for local priorities and the additional costs associated with the governance arrangements.

117. GREATER CAMBRIDGE PARTNERSHIP

The Cabinet has supported a request for the Council to become a member of the recently incorporated Greater Cambridge Partnership. The Partnership was established in 1997/98 to encourage and facilitate a balanced framework for the structural, economic and culture development of the greater Cambridge area and comprises representatives from both the public and private sectors. The Partnership has now become incorporated as a company limited by guarantee which will give it greater flexibility. The Director of Central Services has been authorised to complete the application for membership and a deed of adherence.

118. CAMBRIDGESHIRE HORIZONS LIMITED

The Cabinet has approved an application by English Partnership to become a member of Cambridgeshire Horizons Limited which was founded under the auspices of the Cambridgeshire Sub-Regional Infrastructure Partnership. The principal purpose of the company is to help deliver the agreed development strategy for the sub-region and is supported by the County Council and the five District Councils in Cambridgeshire.

119. LOCAL DEVELOPMENT SCHEME (2ND AMENDMENT) – SUPPLEMENTARY PLANNING GUIDANCE ON PLANNING CONTRIBUTIONS AND AFFORDABLE HOUSING

Further to Minute No. 118 of the report submitted to the meeting of the Council held on 13th April 2005, the Cabinet has approved two amendments to the Local Development Scheme for Huntingdonshire in relation to affordable housing and planning contributions prior to their submission to the Secretary of State.

120. DISTRICT COUNCIL HEADQUARTERS AND OTHER OFFICE ACCOMMODATION MEMBERS' ADVISORY GROUP

The Cabinet has considered the reports of the District Council Headquarters and Other Office Accommodation Members' Advisory Group held on 9th and 26th January 2006. The recommendations from the meeting on 26th January 2006 are considered at Item 91 of this report. However in respect of the implementation of a communications strategy and action plan, the Cabinet has authorised the Chief Executive, after consultation with the Executive Councillor for Office Accommodation and Other Special Projects, to approve terms for the retention of a PR/communications consultant.

**121. COMMERCE & TECHNOLOGY DIRECTORATE:
APPOINTMENT OF DIRECTOR OF COMMERCE & TECHNOLOGY**

In accordance with paragraph 4 (e) of the Officer Employment Procedure Rules, Cabinet has informed the Chief Executive that there were no material or well founded objections to a proposal of the Appointments Panel with regard to the offer of an appointment to fill the post of Director of Commerce & Technology.

I C Bates
Chairman

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**FINANCIAL STRATEGY, MEDIUM TERM PLAN 2007-2011 AND
BUDGET 2006-2007
(Report by the Head of Financial Services)**

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 Council's Financial Strategy, Medium Term Plan for 2007/11, Budget for 2006/07 and associated matters.

2. BACKGROUND

- 2.1 The Council is debt-free and has high levels of revenue and capital reserves which currently provide significant financial flexibility. The Council decided in February 2005 that it would use this flexibility to allow modest cash increases in the level of Council Tax each year so that the level of spending reductions required when reserves run out would be minimised. It therefore based the Medium Term Plan on increases in Council Tax of £12 per year. The following table summarises the approved plan:

APPROVED PLAN	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10
	£000	£000	£000	£000	£000	£000
Net Spending before efficiency savings	16,685	17,775	19,670	20,749	22,429	24,116
Efficiency Savings Target	0	-402	-826	-1,273	-1,307	-1,342
Net Spending	16,685	17,373	18,844	19,476	21,122	22,774
Funding						
Total Government Support	-8,731	-9,508	-9,995	-10,481	-10,972	-11,219
Collection Fund Deficit	14	4	0	0	0	0
Council Tax	-5,308	-6,043	-6,790	-7,552	-8,328	-9,120
Use of Reserves	-2,660	-1,826	-2,059	-1,443	-1,822	-2,435
Council Tax	£94.54	£106.54	£118.54	£130.54	£142.54	£154.54
Increase %	14.5%	12.7%	11.3%	10.1%	9.2%	8.4%
Remaining reserves (end of year)	£000	£000	£000	£000	£000	£000
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

- 2.2 The report included a graph that showed that net spending would need to have been reduced by £5.5M per year by 2015/16 (including the efficiency savings shown above) if Council Tax increases of £12 per year were not to be exceeded.

3. CAPPING

- 3.1 Unfortunately, the Government changed its approach to capping for this year (it had excluded District Councils taxing at below average levels in 2004/05) and, despite a full explanation of the Council's financial strategy, determined that the Council's budget requirement

(Net Spending less use of reserves = £15.547M) would be capped at £15.160M. The Council approved a revised budget requirement of this sum which resulted in a reduced Council Tax level of £99.71 for a Band D property. This is a 5.5% increase on 2004/5, and a reduction of £6.83 on what we originally billed.

- 3.2 The reduction resulted in an extra use of reserves (£387k) and an estimated cost of £60k to fund the re-billing exercise.
- 3.3 Inevitably, the possibility of future capping must be taken account of in determining the Council's financial strategy.

4. **CONTEXT**

- 4.1 Huntingdonshire's Council Tax this year (£99.71) compares to that of other Districts as follows -

- ◆ in the lowest 8% of Council Tax levels for all Shire Districts in England. Range £59 to £275, average £145. The total impact of capping reduced the District average Council Tax by about 40p.
- ◆ 8.4% of the total Council Tax bill* for Huntingdonshire residents.

* *This includes the amounts set by the County Council, the Fire and Police Authorities and Town or Parish Councils.*

5. **UPDATING LAST YEAR'S POSITION**

- 5.1 Some of the elements of the Council's finances are broadly outside of its control. Examples include take-up of some services, inflation, interest rates, pension contributions and Government financial support. The Financial Strategy goes beyond the MTP period (up to March 2011) and considers the Council's financial position up to March 2017. Within that time frame, many assumptions will need to be revised due to local government being part of a dynamic environment of political change, both local and national, and increasing customer expectations. Because of these uncertainties the existence of a strategy becomes more important as, each time there is a significant change, the impact on the Council's plan can be identified and addressed.
- 5.2 The first step in the process is to review the assumptions that were included in the approved MTP. A number of adjustments need to be made.
- 5.3 **Inflation.** Two additional items of inflation were included in the forecast report - the impact of the 50% increase in electricity prices re-tendered with effect from October and increasing the provision for pay awards to 3%. Following the concerns that Overview and Scrutiny raised in relation to the inflation provision a more detailed review has been carried out and, in particular, the impact of the cost of performance pay has been reassessed to take more account of the impact of staff turnover.

5.4 **Interest Rates.** Interest rates of around 5% have been assumed for the next 3 years falling to 4.75% subsequently. Long term interest rates, for when the Council has to start borrowing to fund Capital Expenditure, have been assumed at 4.3%.

5.5 **Government financial support.** The Council received the initial proposals for 2006/07 on 5 December. As part of the move to three year settlements they have given a 2006/07 and an **indicative** 2007/08 figure. The ensuing figures in the MTP and forecast are estimates.

Whilst the increase of £892k is welcomed it should be noted that £206k is effectively a release of the money previously held back and £553k is due to additional duties transferred to the Council. These include free concessionary fares, equality for people with disabilities, Freedom of Information and electoral administration.

The Government's figures show the Council will be the 4th most under-funded, in cash terms, District Council in England. The amount not yet received will be £544k.

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.

Government Support	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11
	£000	£000	£000	£000	£000	£000
Assumption in approved MTP Provisional settlement		9,995	10,481	10,972	11,219	11,471
True Grant	10,258	11,431	11,995	<i>12,265</i>	<i>12,541</i>	<i>12,823</i>
Withheld for Floors and Ceilings	750	544	364	<i>182 (est.)</i>	<i>0</i>	<i>0</i>
Receivable	9,508	10,887	11,631	12,083	12,541	12,823
Variation from MTP		+892	+1,150	+1,111	+1,322	+1,352

5.6 **Review of the Medium Term Plan.** Annex A details the proposed changes to the MTP schemes in service order. The non-shaded lines represent items approved last year. The shaded lines represent the following:

- Green** Variations that have a beneficial impact or only have a cost impact that is due to inflation or deferral.
- Orange** Other variations

The table below summarises these variations:

MTP Proposed Variations	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11
	£000	£000	£000	£000	£000	£000
Variations						
Concessionary Fares	16	232	232	232	232	232
Pathfinder House and Operations Centre	-165	-209	4	409	563	586
Reductions, deferrals and other new items	-280	-73	-18	-153	-252	-132
Technical including inflation	-63	138	165	196	271	238
Total Variations	-492	88	383	684	814	924

The provision for Concessionary Fares is based on the assumption that a free scheme will cost twice the price of a half fare scheme. This will be the basis of negotiation for 2006/07 but a more detailed approach needs to be developed for subsequent years.

The variation for Pathfinder House and the Operations Centre is based on the figures reported to December Council but, like all schemes, is here based on the assumption that capital expenditure can be funded from capital reserves so that the cost is just based on the loss of interest. During the plan period these reserves will be fully used and the Council will need to borrow again. The extra cost of repaying these loans is included as a separate adjustment within Annex C and was taken account of in the December Council report. Revised figures will emerge during the budget process and the figures in this report will be updated at that time.

This year's appraisals are available on the Members' area of the intranet and the Council's Website.

- 5.7 **Provision beyond 2010/11.** It has been assumed that, given the financial position the Council will be facing in the coming years, there should be no additional provision for revenue developments but £3.59M per year for capital investment (at 2006/07 prices) should be included. No allowance has been made for unavoidable additional costs other than the Contingency Reserve (£132k). It has been assumed that any additional items that do not meet the criteria for the reserve would need to be funded from additional savings.
- 5.8 **Efficiency Savings.** Last year the Government announced its approach to efficiency savings over the coming years which created the need for cashable savings of £1.3m per annum by 2009/10. The table below shows the amount of efficiency savings and budget reductions that have already been identified without impact on service levels to the public. More detail is shown in Annex B.

Savings	2005/06 £000	2006/07 £000	2007/08 £000	2008/09 £000	2009/10 £000	2010/11 £000
Target	402	826	1,273	1,307	1,342	1,342
Identified	350	452	450	448	446	444

5.9 **Car Parking Strategy.** The Car Parking Strategy assumed the delivery, by developers, of a substantial increase in public car parking in Huntingdon during 2006/07. This and its associated income are now unlikely to be achieved until the end of the current MTP period. In addition, potential changes in national planning policy on car parking provision make it appropriate to review the approved strategy. The MTP has therefore been adjusted to allow sufficient funding for the review and the extension of the Huntingdon Riverside Car Park in 2006/07. The remainder of the bid should be regarded as provisional pending the review of the strategy, which will be completed in 2006/07 in time to allow adjustments to be made in next year's review of the MTP.

5.10 **Other adjustments.**

- ◆ The impact of the 2005/06 capping
- ◆ The 2004/05 outturn
- ◆ The forecast level of capital receipts

5.11 There are also some items for which no adjustment has been made at this stage. They include -

- ◆ 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.
- ◆ 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. There are 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 additional provision has been included. The Pathfinder House figures are a fixed price quote.
- ◆ No provision has been made for two schemes, proposed by Members, that do not comply with the COMT guidelines endorsed by Cabinet at its November meeting. These are the Introduction of Dog Waste Bins (£80k per year revenue impact) and Broadband for Members (£45k per year revenue impact). Neither is there provision for any demographic growth in service for refuse, recycling, street cleansing or grounds maintenance as, due to the way in which the refuse/recycling service has developed, it is felt that a review should first be undertaken to identify any potential savings.
- ◆ No provision has been made for the works that will be necessary at the Council's mobile home site in St Neots as a result of ground contamination. Government financial support is expected to meet much of the impact but some costs, as yet unquantifiable, are likely to fall on the Council.

6. OPTIONS FOR MEMBER CONSIDERATION

6.1 When the Government released the draft grant settlement it made the following statement about Council Tax levels.

“We have provided a stable and predictable funding basis for local services. We expect local government to respond positively as far as council tax is concerned.

Therefore we expect to see average council tax increases in each of the next two years of less than 5%. There is, following today’s announcement, no excuse for excessive increases.

Local government should be under no illusions; if there are excessive increases, we will take capping action – as we have done over the last two years.”

In a subsequent letter to Council Leaders the Minister said:

“Authorities should not use previous capping principles as a guide for 2006/07 and 2007/08”

6.2 The deferred Forecast Report considered three options for future Council Tax increases -

- ◆ £12 per year
- ◆ £12 per year plus a catch up for the impact of this years capping
- ◆ applying the 2005/06 capping criteria (the higher of a 6% increase in budget requirement or a 5.5% increase in Council Tax).

Cabinet considered that the second option should not be pursued.

6.3 In the light of this year’s capping and the Government’s rather categorical statement it is appropriate to review these options. At best, it might be assumed that the £12 per year increase could be reinstated in 2008/09 (new Option 1) but more cautious to assume continued constraint (new Option 2). The two options are considered in more detail below.

6.4 It should be remembered that although the Government constantly refers to Council Tax increases the legislation requires any capping decision to be framed around increases in budget requirement. Hence in the same way that this year’s capping criteria affected Councils that had an increase of more than 6% in budget requirement **AND** a Council Tax increase of more than 5.5% this future constraint has been interpreted as **the higher of** a 5% increase in budget requirement **or** a 5% increase in Council Tax. It is important to appreciate this because, as it is unlikely that the Government will increase their financial support at 5% per year, Council Tax increases in excess of 5% will result.

6.5 Option 1 and Comments

Option 1 5% for two years then £12 per year	2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12
	£000	£000	£000	£000	£000	£000	£000
Net Spending before savings/reductions	17,317	19,379	20,705	22,781	24,899	26,803	27,821
Efficiency Savings Target	-402	-826	-1,273	-1,307	-1,342	-1,342	-1,342
Additional Spending Reductions							-1,723
Net Spending	16,915	18,553	19,432	21,474	23,557	25,461	24,756
Funding excl. Reserves	15,160	16,774	17,953	19,164	20,397	21,469	22,562
Use of Reserves	1,755	1,779	1,479	2,310	3,160	3,992	2,194
COUNCIL TAX	£ 99.71	£ 104.69	£ 109.92	£ 121.92	£ 133.92	£ 145.92	£ 157.92
Increase £	£5.17	£4.98	£5.23	£12	£12	£12	£12
Increase %	5.5%	5.0%	5.0%	10.9%	9.8%	9.0%	8.2%
Increase in Budget Requirement %	8.1%	10.6%	7.0%	6.7%	6.4%	5.3%	5.1%

Reacting to Government's latest statements but assumes a relaxation post 2007/08

Links with the Council's approved Strategy.

Total Spending Reductions rise to £5.2M by 2016/17.
The Council Tax level would be £217.92 in 2016/17.

Likelihood of capping – Low in the next two years

Public survey of taxpayers showed some support for increases of around £12.

6.6 Option 2 and Comments

Option 2 5% increase	2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12
	£000	£000	£000	£000	£000	£000	£000
Net Spending before savings/reductions	17,317	19,379	20,705	22,785	24,922	26,856	27,881
Efficiency Savings Target	-402	-826	-1,273	-1,307	-1,342	-1,342	-1,342
Additional Spending Reductions	0	0	0	0	0	0	-4,214
Net Spending	16,915	18,553	19,432	21,478	23,580	25,514	22,325
Funding excl. Reserves	15,160	16,774	17,952	18,849	19,792	20,781	21,820
Use of Reserves	1,755	1,779	1,480	2,629	3,788	4,733	505
COUNCIL TAX	£ 99.71	£104.69	£109.91	£116.50	£123.60	£134.31	£ 145.53
Increase £	£5.17	£4.98	£5.22	£6.59	£7.10	£10.71	£11.22
Increase %	5.5%	5.0%	5.0%	6.0%	6.1%	8.7%	8.4%
Increase in Budget Requirement %	8.1%	10.6%	7.0%	5.0%	5.0%	5.0%	5.0%

Reacting to Government's latest statements and assumes no relaxation post 2007/08

Total Spending Reductions rise to £5.7M by 2016/17.
The Council Tax level would be £209.78 in 2016/17.

Likelihood of capping – Low

Council Tax increases approaching £12 by 2011/12 so some linkage with approved strategy.

Public survey of taxpayers showed some support for increases of around £12.

6.7 **Spending Reductions.** There is the potential for significant changes in Local Government in the coming years. The Lyons report may have a major impact on the financing of Local Authorities and consideration of unitary authorities is back on the Government's agenda. It is impossible to assess the impact of such changes and so the financial strategy is based on the best assumptions that can be made at the present time. Within that context, both of the options illustrated above will require a mixture of **efficiency improvements, increases in fees and charges, reductions in existing services and deletion of developments already included in the MTP.** The Customer Consultation Survey and the Council's targets will provide a starting point for this prioritisation but it will be necessary to determine the relative importance of potential options within that framework. In the tables above, these reductions are shown in the year when they become inevitable.

6.8 **Strategy.** It is solely the threat of capping that is forcing the Council to keep its Council Tax artificially low in relation to that of the other District Councils in England. This will inevitably result in service reductions and/or increases in fees and charges that local people may not want. There is a direct trade off between levels of Council Tax increase and the level of savings required as illustrated in the following table.

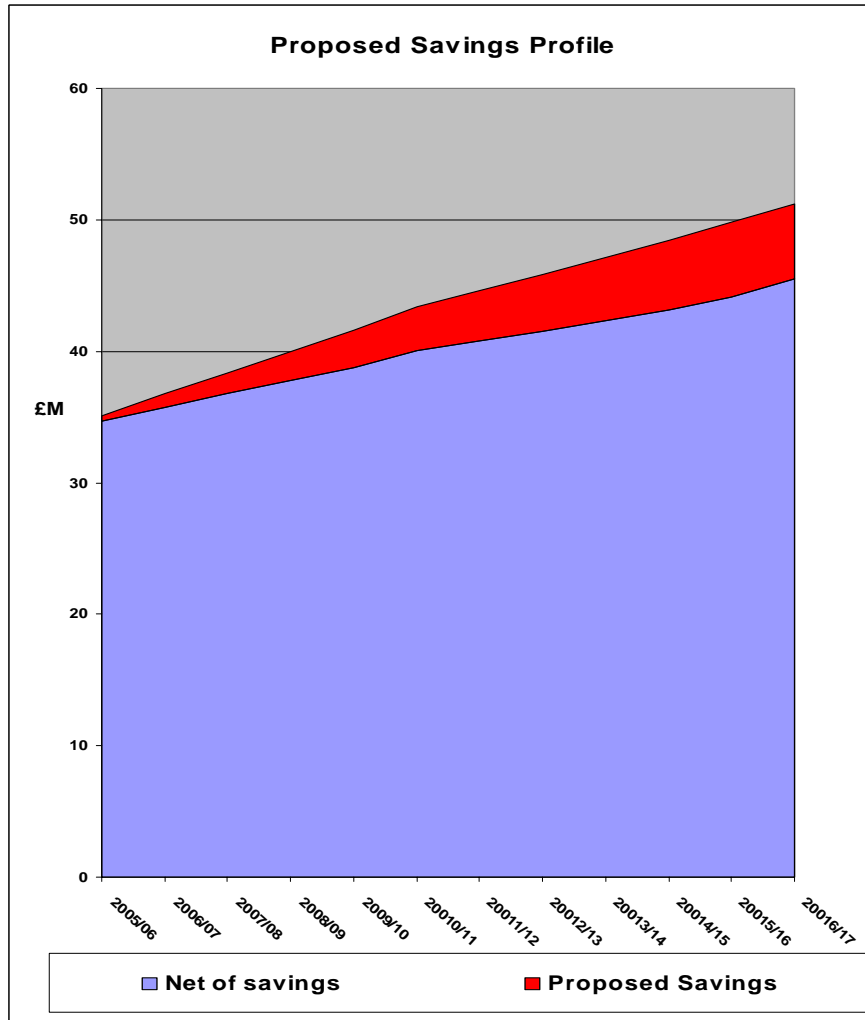
Option	Level of Council Tax in 2016/17	Savings required
	£	£M
5% for two years then £12	217.92	5.2
5% throughout	209.78	5.7

6.9 As there is no indication that Government policy towards the control of Council Tax increases will change it is proposed that the Council's strategy should be based on a 5% limit (i.e. higher of % increase in budget requirement and Council Tax) but, as normal, this will be reviewed each year to take account of the latest Government indications on capping. The table below is therefore based on this approach but with a smoother profile of savings (see graph below) that avoids any major fluctuations. More detail is given in Annex C and the service budget is at Annex D.

Proposed Option with smoothed savings profile	2005/6	2006/7	2007/8	2008/9	2009/10	2010/11	2011/12
	£000	£000	£000	£000	£000	£000	£000
Net Spending before savings/reductions							
Efficiency Savings Target	-402	-826	-1,273	-1,307	-1,342	-1,342	-1,342
Additional Spending Reductions		-200	-300	-900	-1,500	-2,000	-2,500
Net Spending	16,915	18,351	19,118	20,542	21,992	23,344	23,809
Funding excl. Reserves							
Use of Reserves	1,755	1,577	1,166	1,693	2,200	2,562	1,988
COUNCIL TAX	£ 99.71	£104.69	£109.91	£116.50	£123.60	£134.32	£ 145.53
Increase £	£5.17	£4.98	£5.22	£6.59	£7.10	£10.72	£11.21
Increase %	5.5%	5.0%	5.0%	6.0%	6.1%	8.7%	8.3%
Increase in Budget Requirement %	8.1%	10.6%	7.0%	5.0%	5.0%	5.0%	5.0%

Total Spending Reductions rise to £5.7M by 2016/17 when the Council Tax level would be £209.81.

6.10 The graph below shows the accumulating impact of the savings as they grow steadily over the forecast period.



7. CONSULTATION AND COMMENTS

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

7.2 This report will be considered at a joint meeting of the two Overview and Scrutiny Panels on the 24 January and their comments will also be reported to the meeting.

8. PRUDENTIAL CODE

8.1 The Prudential Code requires the full Council, as part of the budget-setting process, to approve the prudential indicators shown in Annex E.

9. RESERVES AND THE ROBUSTNESS OF THE 2005/06 BUDGET

9.1 Annex F considers the sensitivity of the plan in the longer term to variations in inflation, pay awards and interest rates.

9.2 The Local Government Act 2003 requires the Head of Financial Services (as the Council's temporary Chief Financial Officer) to report to the Council on the robustness of the estimates and the adequacy of reserves when it considers its budget for 2006/07 and the consequent Council Tax. These comments are contained in Annex G and confirm that the budget is adequately robust and the level of revenue reserves is significantly above the minimum level required.

10. CONCLUSIONS

10.1 The Council was capped for 2005/06 and had to reduce the Council Tax by £6.83 at a cost of around £60k despite this being due to changes in the subsidy from reserves rather than increases in spending. The revised Council Tax level is in the lowest 8% of the 238 English district councils.

10.2 The forecast has been updated for all those items highlighted in paragraphs 5.1 to 5.10 but not for those other items highlighted in paragraph 5.11 because the details are not yet sufficiently definite. The table in paragraph 5.6 highlights the MTP changes.

10.3 Cabinet, and subsequently Council, are faced with a decision which must take appropriate account of the Government's capping proposals. Despite the Council having a very low level of Council Tax, local people may, in due course, be forced to accept significant service cuts because the Government's approach does not differentiate between reductions in funding from the interest on falling reserves as opposed to large increases in spending.

10.4 There can be no guarantee that there will be capping next year or at what level it will be. However, given the fact that the Council was capped this year and the strength of the Government's statements it is proposed that the Council's strategy is based on a 5% per year increase but this be reviewed each year in the light of the Government's statements on capping.

10.5 A low risk would be to assume a Council Tax increase of 4.99% next year and this is the basis on which the final recommendations in this report are made. It results in spending reductions of £5.7M being required by 2016/17. The proposed strategy of 5% increases assumes the Government's current statements on capping will apply for the foreseeable future but the position will be reviewed each year.

- 10.6 Members will need to consider the profile of the savings that are to be found. This profile needs to consider both the reliability of the estimates that the forecast is based on and the potential changes to Local Government that could flow from the Lyons Report and re-consideration of unitary councils. The recommended option is based on a phased approach which can be reviewed on an annual basis to reflect these potential changes and the impact of the Government continuing to cap Councils in the same situation as Huntingdonshire.
- 10.7 The combination of sound budget practices and significant revenue reserves means that the proposed 2006/07 budget is robust and that the Council is well-placed financially to deal with any unforeseen expenditure.

11. RECOMMENDATION

The Cabinet is asked to consider the following recommendations to February Council -

- ◆ **Approval of the Financial Strategy (Para 6.9 and Annex C)**
- ◆ **Approval of the proposed budget and MTP (Annexes A, C and D)**
- ◆ **Approval of a Council Tax increase of £4.98 (4.99%) for 2006/07.**
- ◆ **Approval of the Prudential Indicators in Annex E.**

ACCESS TO INFORMATION ACT 1985

Grant Settlement Information – Files in Financial Services
Working Papers - Files in Financial Services
Project Appraisals
2005/06 Revenue Budget and the 2006/010 MTP

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

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Bid No.	Description	Net Revenue Impact										Net Capital Cost										External Capital Contributions									
		2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12						
349	Health for Huntingdonshire - Ramsey	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0															
423	Community Information Project	58	58	58	58	59	59	59	59																						
NEW 662	Community Information Centres																														
	Parks and Open Spaces																														
418	Activity Parks	14	20	24	26	26	26	26	26																						
107	Park Signage	1	1	1	1	1	1	1	1																						
121	Park Signage	1	1	1	1	1	1	1	1																						
REV	Plot Linear Park Development, St Neots	7	9	9	9	9	9	9	9																						
REV	Plot Linear Park Development, St Neots	-1	-1	-1	-1	-1	-1	-1	-1																						
322	Tree work (Health & Safety) from tree survey	25	20	15	10	10	10	10	10																						
365	Huntingdon Marina Improvements	3	5	5	5	5	5	5	5																						
REV	Huntingdon Marina Improvements	-2	-1	-1	-1	-1	-1	-1	-1																						
369	Play Equipment replacement	14	12	15	17	19	19	19	19																						
REV	Play Equipment replacement	-1	-1	-1	-1	-1	-1	-1	-1																						
446	Football Improvements	5	10	10	10	10	10	10	10																						
REV	Football Improvements	-5	-10	-5	-1	-1	-1	-1	-1																						
467	St Neots Skate Park	3	5	5	5	5	5	5	5																						
REV	St Neots Skate Park	-2	-2	-2	-2	-2	-2	-2	-2																						
NEW U 663	Survey of ex-housing assets																														
	Private Housing Support																														
442/441	Disabled Facilities Grants(ad)	25	73	117	160	203	247	268	268																						
REV	Disabled Facilities Grants(ad)	-2	-2	-2	-2	-4	-5	-6	-6																						
NEW U 664	Disabled Facilities Grants:																														
70	Housing Needs Survey			50																											
REV	Housing Needs Survey	-25	-25	-25	-25	-25	-25	-25	-25																						
611	Repairs Assistance (adj)	7	23	37	50	66	81	88	88																						
REV	Repairs Assistance (adj)	-9	-12	-13	-13	-18	-21	-22	-22																						
NEW 665	Repairs Assistance																														
	Homelessness																														
443	Common Housing Register	0	6	8	8	8	8	8	8																						
REV	Common Housing Register	-6	-6	-6	-6	-6	-6	-6	-6																						
NEW 666	Invest to Save Scheme																														
615	Social Housing Grant (adj)	25	78	131	182	233	284	309	309																						
REV	Social Housing Grant (adj)	-44	-34	-34	-34	-44	-53	-53	-53																						
NEW 667	Social Housing Grant																														
637	Oxmoor Housing Siles	0	0	0	0	0	0	0	0																						
REV	Oxmoor Housing Siles	-23	-25	-25	-25	-25	-25	-25	-25																						
	Housing Benefits																														
626	Wireless Working (Benefits and Revenues)	0	0	0	0	0	0	0	0																						
NEW 668	Automated Forms Processing (Benefits)																														
631	Fraud Investigation officer	-23	-25	-25	-25	-25	-25	-25	-25																						
	Community Safety																														
469	Crime and Disorder - Lighting Improvements	3	4	5	6	7	7	7	7																						
324/8	Licensing Act 2004	-10	-44	22	0	0	0	0	0																						
NEW U 669	Licensing Act 2004																														
460	CCTV - Camera replacements	3	-4	-20	-13	3	13	13	13																						
REV	CCTV - Camera replacements	-2	-2	-2	-2	-2	-2	-2	-2																						
312	CCTV Digital Services	0	0	1	3	3	3	3	3																						
384	CCTV Extension of coverage	0	0	0	2	3	3	3	3																						
618	CCTV - Camera replacement																														
620	Crime and Disorder - Lighting Improvements																														
NEW U 670	Emergency Planning Contribution																														

Bid No.	Description	Net Revenue Impact								Net Capital Cost								External Capital Contributions							
		2004/	2005/	2006/	2007/	2008/	2009/	2010/	2011/	2004/	2005/	2006/	2007/	2008/	2009/	2010/	2011/	2004/	2005/	2006/	2007/	2008/	2009/	2010/	2011/
		E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000	E000
	Operations Division																								
192/C	Vehicle fleet replacements.	3	-165	-143	-130	-109	-82	-72	-72	-48	1,391	343	190	647	425										
NEW U 677	Vehicle fleet replacements.	-4	-7	-6	-11	-9	-3	-3	40	-3	-150	19	6	-185	251	798									
249	Stives Caxton Road Depot	0	0	1	2	2	2	2	2																
DEL	Stives Caxton Road Depot	-1	-2	-2	-2	-2	-2	-2	-2																
276 & 301	Contact Tracking	7	7	7	12	12	12	12	12																
462	Godmanchester Nursery	5	6	6	6	6	6	6	6	13															
	Offices																								
300	Pathfinder House Improvements and One Stop Shop	8	173	417	504	504	504	504	504	303	6,304	3,407													
REV	Pathfinder House Improvements and One Stop Shop	-165	-209	4	409	563	586	593	593	-213	-6,160	3,450	7,990	7,580	757	299	47								
	IT related																								
494	Voice and data infrastructure	3	36	39	40	40	40	40	40	100	51	51													
REV	Voice and data infrastructure	-35	-5	-2	-2	-2	-2	-2	-2	-100															
495	Corporate EDM	0	18	29	41	44	44	44	44		102	359	102												
REV	Corporate EDM	-15	-2	-2	-1	-1	-1	-1	-1		-25	-52	77												
600	Network and ICT Services	145	163	163	166	168	168	168	168	114															
REV	Network and ICT Services	-2	-2	-2	-2	-2	-2	-2	-2	-69	69	3													
601	Business Systems	35	80	85	93	101	108	112	112	391	58	150	150												
REV	Business Systems	-4	-2	-3	-3	-3	-3	-3	-3	-194	180														
NEW U 678	Business Systems																								
630	Data Rationalisation		26																						
REV	Data Rationalisation	-17	17																						
634	Customer First	289	746	828	841	842	842	842	842	940	1,078	424	66	9											
REV	Customer First	-17	-34	-7	1	2	2	2	2	-578	-41	313	319	7	7										
	Other																								
NEW U 679	Franking Machine																								
359	Staffing Matters (early retirements etc)	-2	-2	-1	0	0	0	0	0																
380/B	"106" Monitoring Officer	-26	26	0	0	0	0	0	0																
REV	Replacement Printing Equip.	0	0	0	0	0	0	0	0																
NEW U 680	Replacement Photocopiers																								
450	Photocopier Replacement	0	1	1	1	1	1	1	1																
REV	Photocopier Replacement	-1	-1	-1	-1	-1	-1	-1	-1																
455	Replacement Colour Plotter	0	0	0	0	0	0	0	0																
456	Replacement Microfilm Reader/Printer	0	0	0	0	0	0	0	0																
REV	Replacement Microfilm Reader/Printer	-8	-8	-8	-8	-8	-8	-8	-8																
457	Replacement Plan Printer	0	0	0	0	-4	-3	-3	-3																
644	Cash in Transit-extracosts	14	18	18	18	18	18	18	18																
	Roundings																								
	Proposed Plan	16,626	16,881	18,932	19,859	21,806	23,588	25,290	26,159	11,269	18,251	14,674	17,992	13,067	6,895	5,260	4,247	5,157	2,938	5,924	1,242	547	524	442	442
	Annex A 2005/06 MTP	16,403	18,733	20,646	21,731	23,368	25,114	26,483	27,567	16,335	23,087	13,636	4,450	5,527	6,218	5,666	4,200	5,633	4,571	722	710	665	605	0	0
	Other Items	282	-1,360	-1,892	-2,285	-2,246	-2,340	-2,116	-2,028	0	0	0	0	0	0	4,100	4,200	5,633	4,571	0	0	0	0	0	0
	NET SPENDING 2005/06 MTP	16,685	17,373	18,844	19,476	21,122	22,774	24,366	25,542	16,335	23,087	13,636	4,450	5,527	6,218	4,666	4,200	5,633	4,571	722	710	665	605	0	0
	VARIATIONS	-59	-492	88	383	684	814	924	617	-5,066	-4,836	1,038	13,542	7,540	677	594	47	-476	-1,633	5,202	532	-118	-81	-442	-442
	TOTAL	16,626	16,881	18,932	19,859	21,806	23,588	25,290	26,159	11,269	18,251	14,674	17,992	13,067	6,895	5,260	4,247	5,157	2,938	5,924	1,242	547	524	442	442

Bid No.	Net Revenue Impact												Net Capital Cost												External Capital Contributions											
	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012												
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0											
	-59	-491	-157	101	377	434	466	461																												
	Variation excluding initiation																																			

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SAVINGS/BUDGET REDUCTIONS	2005/	2006/	2007/	2008/	2009/	2010/	2011/
	2006	2007	2008	2009	2010	2011	2012
	£000	£000	£000	£000	£000	£000	£000
Administration	25.3	27.6	27.6	27.6	27.6	27.6	27.6
Policy		17.0	17.0	17.0	17.0	17.0	17.0
Legal and Estates	7.8	10.1	10.1	10.1	10.1	10.1	10.1
Personnel	18.4	18.4	18.4	18.4	18.4	18.4	18.4
Financial Services	37.4	60.8	59.5	57.5	55.4	53.2	68.7
Revenues	30.0	30.0	30.0	30.0	30.0	30.0	30.0
Information Management	31.6	46.6	46.6	46.6	46.6	46.6	46.6
Community Services	5.0	24.0	24.0	24.0	24.0	24.0	24.0
Director of Op Services	0.0	4.0	4.0	4.0	4.0	4.0	4.0
Op Services Admin	4.0	4.0	4.0	4.0	4.0	4.0	4.0
Environmental Health	45.0	43.0	43.0	43.0	43.0	43.0	43.0
Environment and Transport	25.0	43.0	43.0	43.0	43.0	43.0	43.0
Planning Services	20.0	20.0	20.0	20.0	20.0	20.0	20.0
Housing	10.0	13.0	13.0	13.0	13.0	13.0	13.0
Operations Division	10.0	10.0	10.0	10.0	10.0	10.0	10.0
Furniture Moratorium	80.0	80.0	80.0	80.0	80.0	80.0	80.0
ACHIEVED	349.5	451.5	450.2	448.2	446.1	443.9	459.4
TARGET	402.0	826.0	1,273.0	1,307.0	1,342.0	1,342.0	1,342.0

Examples of savings include the deletion of two half posts in Environmental Health, one post in Environment and Transport and the restructuring of Financial Services. There has also been renegotiation of various service contracts in Leisure Centres.

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ANNEX C

	BUDGET		MTP					FORECAST				
	2005/06 £000	2006/07 £000	2007/08 £000	2008/09 £000	2009/10 £000	2010/11 £000	2011/12 £000	2012/13 £000	2013/14 £000	2014/15 £000	2015/16 £000	2016/17 £000
BUDGET/MTP/FORECAST												
2005/06 BUDGET/MTP before savings	17,775	19,670	20,749	22,429	24,116	25,708	26,884	27,959	29,059	30,159	31,259	32,359
Items brought forward	292											
2005/06 Forecast	-258											
MTP (Annex A)	-492	88	383	684	814	924	617	618	618	618	618	618
Inflation on revenue variations			3	19	33	50	61	74	87	101	115	129
Interest and borrowing adjustments		-381	-443	-383	-129	4	89	415	721	1,007	1,272	1,525
Inflation adjustment post 2011/12								-244	-505	-742	-907	-1,090
Total before savings	17,317	19,377	20,691	22,749	24,834	26,686	27,651	28,821	29,980	31,143	32,357	33,541
2005/06 Efficiency Savings Target	-402	-826	-1,273	-1,307	-1,342	-1,342	-1,342	-1,342	-1,342	-1,342	-1,342	-1,342
Additional Savings required		-200	-300	-900	-1,500	-2,000	-2,500	-3,000	-3,500	-4,000	-4,348	-4,348
Total Savings Required	-402	-1,026	-1,573	-2,207	-2,842	-3,342	-3,842	-4,342	-4,842	-5,342	-5,690	-5,690
2006/07 BUDGET/MTP	16,915	18,351	19,118	20,542	21,992	23,344	23,809	24,479	25,138	25,801	26,667	27,851
% increase		8.5%	4.2%	7.4%	7.1%	6.1%	2.0%	2.8%	2.7%	2.6%	3.4%	4.4%
Use of revenue reserves	1,755	1,577	1,166	1,693	2,200	2,562	1,988	1,567	1,080	540	143	0
Budget Requirement	15,160	16,774	17,952	18,849	19,792	20,782	21,821	22,912	24,058	25,261	26,524	27,851
% increase		10.6%	7.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
FUNDING												
Government Support	-9,508	-10,887	-11,631	-12,083	-12,541	-12,823	-13,112	-13,407	-13,708	-14,017	-14,332	-14,654
Collection Fund Deficit	4	74	0	0	0	0	0	0	0	0	0	0
Council Tax	-5,655	-5,961	-6,321	-6,767	-7,251	-7,959	-8,709	-9,506	-10,350	-11,244	-12,192	-13,196

COUNCIL TAX LEVEL	£99.71 5.5%	£104.69 5.0%	£109.91 5.0%	£116.50 6.0%	£123.60 6.1%	£134.32 8.7%	£145.53 8.3%	£157.27 8.1%	£169.54 7.8%	£182.37 7.6%	£195.78 7.4%	£209.81 7.2%
% increase												
Remaining revenue reserves EOY	16,914	15,337	14,171	12,478	10,278	7,716	5,728	4,161	3,081	2,541	2,398	2,398
Remaining capital reserves EOY	39,310	26,735	10,343	0	0	0	0	0	0	0	0	0
Interest	-3,523	-2,792	-2,037	-1,266	-768	-665	-556	-471	-408	-369	-354	-355

Service Budgets	2005/06		2006/07
	Original	Forecast	Budget
Environmental Services	£000	£000	£000
Mortuary & Cemeteries	0	0	31
Refuse Collection	3,212	3,497	3,713
Recyclina	1,263	878	842
Street Cleansing & Litter	1,250	1,267	1,309
Drainage & Sewers	598	545	589
Public Conveniences	260	305	298
Environmental Health	1,840	1,726	1,896
	8,424	8,219	8,679
Planning	£000	£000	£000
Development Control	1,055	1,017	1,152
Building Control	258	226	255
Planning Policy & Conservation	1,207	1,122	1,210
Markets	-86	-48	-69
Economic Development	1,143	381	300
Planning Delivery Grant	-133	-32	163
	3,444	2,667	3,011
Community Services	£000	£000	£000
Corporate Events	179	221	220
Countryside	510	531	540
Tourism	419	421	436
Community Initiatives	867	829	842
Parks	1,493	1,444	1,618
Leisure Policy	375	369	405
Leisure Centres	2,843	2,956	3,269
	6,687	6,771	7,330
Community Safety	£000	£000	£000
Community Safety	1,185	1,132	1,185
	1,185	1,132	1,185
Housing Services	£000	£000	£000
Housing Services	646	613	643
Private Housing Support	2,285	2,069	3,216
Homelessness	578	571	614
Housing Benefits	585	523	759
	4,094	3,775	5,232
Highways & Transportation	£000	£000	£000
Transportation Strategy	854	456	1,033
Public Transport	392	406	618
Highways Services	89	74	74
Car Parks	-19	-96	17
Environmental Improvements	645	585	639
	1,961	1,426	2,380
Corporate Services	£000	£000	£000
Local Taxation & Benefits	869	948	1,061
Corporate Management	2,302	2,344	2,334
Democratic Representation	1,086	1,095	1,145
Democratic Services	23	139	237
	4,280	4,527	4,777
Other Expenditure	£000	£000	£000
Contingency	-353	-10	-661
Other Expenditure	-9,393	-8,067	-10,790
Investment Interest	-2,955	-3,523	-2,792
	-12,701	-11,601	-14,243
Council Total	17,373	16,915	18,351

Service Budgets		2005/06		2006/07
		Original	Forecast	Budget

Environmental Services		£000	£000	£000
Mortuary & Cemeteries	Mortuary & Cemeteries	0	0	31
		0	0	31
Refuse Collection	Domestic Refuse	3,188	3,494	3,707
	Refuse Policy	40	19	20
	Trade Refuse	-16	-15	-14
		3,212	3,497	3,713
Recyclina	Green Waste	87	77	66
	Recyclina Kerbside Collections	983	619	604
	Recyclina Policy	183	152	156
	Recyclina Sites	10	31	17
		1,263	878	842
Street Cleansina & Litter	Chewing Gum Removal	0	16	17
	Flv Poster/Graffiti Removal	43	60	65
	Litter Control	89	72	92
	Street Cleansina Operations	1,078	1,079	1,094
	Street Cleansina Policy	11	11	11
	Weed Control	29	29	31
		1,250	1,267	1,309
Drainage & Sewers	Environmental Emergencies	0	1	0
	Internal Drainage Boards	307	281	324
	Septic Tanks & Nightsoil	10	10	11
	Watercourses	282	253	254
		598	545	589
Public Conveniences	Public Conveniences	260	305	298
		260	305	298
Environmental Health	Abandoned Vehicles	68	68	80
	Air Quality	72	80	84
	Animal Welfare	129	110	131
	Burials Under Health Acts	1	0	0
	Caravans And Campina	5	5	5
	Contaminated Land	139	143	151
	Eh Health & Safety	218	189	199
	Energy Efficiency	127	128	136
	Environmental Health General	13	12	12
	Food Safety	474	399	436
	Health Promotion	89	89	93
	Nuisances	268	264	274
	Pest Control	90	91	97
	Private Housing Eh	133	134	178
	Travellers	14	14	17
		1,840	1,726	1,896
		8,424	8,219	8,679

Planning		£000	£000	£000
Development Control	Dc Advice	371	374	410
	Dc Application Processing	407	355	460
	Dc Enforcement	212	216	207
	Dev Control Panel	66	72	75
		1,055	1,017	1,152
Building Control	Bc Promotion & Enforcement	184	199	220
	B Reas Applications	73	27	34
	Sustainable Construction	1	1	1
		258	226	255
Planning Policy & Conservation	Biodiversity Action Plan	1	1	2
	Cambs Historic Churches Trust	3	3	3
	Conservation & Listed Build	280	269	286
	Kimbolton Small Works	2	2	2
	Local Plan	532	361	494
	Planning Proiects/Implement	146	248	168
	St Neots Cap Scheme	1	0	0
	Strategic & Reaional Planning	85	80	86
	Suppl Planning Guidance	13	12	13
	Trees	143	144	155
		1,207	1,122	1,210
Markets	Farmers Markets	-2	12	3
	Huntingdon Market	-36	-27	-27
	Markets Management	39	46	48
	Ramsev Farmer'S Market	0	4	0
	Ramsev Market	-2	-2	-2
	St Ives Bank Holiday Market	-37	-31	-40
	St Ives Market	-49	-50	-52
	St Neots Market	0	0	0

Service Budgets		2005/06		2006/07
		Original	Forecast	Budget
		-86	-48	-69
Economic Development	Business & Enterprise Support	193	220	193
	Hunts Cinema & Shops	-16	-15	-86
	Industrial Properties	-98	-148	-143
	Miscellaneous Properties	273	100	-502
	N N D R Discretionary Relief	36	45	34
	St. Ives Station Road Props	-22	-21	-24
	St Neots Shops	-11	-21	-23
	Town Centre Management	788	221	852
		1,143	381	300
Planning Delivery Grant	Planning Delivery Grant	-371	-298	-311
	Planning Grant Unallocated	238	266	474
		-133	-32	163
		3,444	2,667	3,011
Community Services		£000	£000	£000
Corporate Events	Leisure Grants	157	198	196
	Priory Centre	23	23	24
		179	221	220
Countryside	Barford Road Pocket Park	2	3	4
	Coneygar Park	0	0	1
	Countryside Management	157	164	163
	Hinchinbrooke Country Park	212	227	231
	Holt Island	2	2	2
	Ouse Valley Way	2	2	2
	Paxton Pits	105	105	107
	Paxton Pits R&R Fund	2	2	2
	Spring Common	26	26	27
		510	531	540
Tourism	Accommodation Guide	10	1	1
	Brown Signs	8	0	0
	Christmas Cards	0	1	1
	Cycling Leaflet	0	3	3
	Discover Cambridgeshire	1	1	1
	District Promotion	82	77	93
	Eetb Domestic Marketing	2	0	0
	Eetb Overseas Marketing	3	2	2
	Events Calendar	0	4	4
	Familiarisation Trips (Tic)	3	1	1
	Family Pack	3	1	1
	Historic Towns Leaflet	0	11	11
	Newsletter	1	1	1
	Out & About	6	7	7
	Ramsey Tic	3	8	8
	Tip Posters	5	0	5
	Tip Renewal & Repair	5	2	2
	Tourist Services	278	285	284
	Town Trails	6	8	3
	Waterside Leaflet	0	4	4
	Web Development	3	3	3
		419	421	436
Community Initiatives	Com Initiatives - Housing	83	79	83
	Com Initiatives - Leisure	76	72	75
	Community Strategy	37	33	34
	Equal Opportunities	30	30	31
	Health For Huntingdonshire	5	15	33
	Health For Hunt Yaxley	2	1	1
	Healthy Living Centre	0	0	0
	Hunts Learning Partnership	24	1	1
	Local Agenda 21	46	27	28
	Miscellaneous Grants	284	279	287
	Oxmoor Action Plan	175	179	168
	Social Inclusion Group	0	4	4
	St Barnabus Ict Project	0	0	-0
	Yaxley Community Project	68	60	96
	Young Peoples Project	37	49	0
		867	829	842
Parks	Highways Amenities	39	38	43
	Parks Contracts	782	824	876
	Parks Management	630	537	639
	Parks S106 Agreements	0	0	0
	Pavillions	42	44	45
	Unallocated Land Survey	0	0	16
		1,493	1,444	1,618
Leisure Policy	Arts Development	151	168	195
	Leisure Development	211	192	200
	Policy And Strategic Mat	13	9	10

Service Budgets		2005/06		2006/07
		Original	Forecast	Budget
		375	369	405
Leisure Centres	Huntingdon Leisure Centre	518	660	687
	Leisure Centres Overall	24	38	38
	Ramsey Leisure Centre	398	512	507
	Sawtry Leisure Centre	410	377	470
	St Ivo Leisure Centre	855	768	901
	St Neots Leisure Centre	638	602	665
		2,843	2,956	3,269
		6,687	6,771	7,330
Community Safety		£000	£000	£000
Community Safety	C C T V	717	689	715
	Community Partnership	467	443	469
		1,185	1,132	1,185
		1,185	1,132	1,185
Housing Services		£000	£000	£000
Housing Services	Common Housing Register	17	12	12
	Contributions To H R A	26	25	26
	Housing Advances	12	9	10
	Housing Advice	103	102	111
	Housing Developments	14	15	15
	Housing Strategy	205	164	183
	Mobile Home Park	15	43	28
	Publicising Housing Services	6	6	6
	Waiting List	246	239	252
			646	613
Private Housing Support	Home Improvement Agency	79	71	82
	Housing Associations	918	883	2,058
	Housing Surveys	7	7	32
	Renovation/Improvement Grants	1,281	1,108	1,044
		2,285	2,069	3,216
Homelessness	Homelessness Management	381	353	383
	Homeless Young Persons Advisor	3	3	3
	Hostel Support	67	67	69
	Invest To Save Schemes	0	5	10
	Priority Needs Scheme	0	24	24
	Rental Deposit Scheme	25	46	53
	Supporting People Scheme	25	25	25
	Temp Accommodation - B&B	78	48	47
		578	571	614
Housing Benefits	Housing Benefits Admin	410	387	532
	Rent Allowance Local Scheme	38	22	23
	Rent Allowance National Scheme	-32	-41	38
	Temporary Accommodation Support	169	154	165
		585	523	759
		4,094	3,775	5,232
Highways & Transportation		£000	£000	£000
Transportation Strategy	Accessibility Improvements	26	25	29
	Cycle Routes	43	36	44
	Cycle Shelters	25	20	14
	Environmental Management	23	25	24
	Transportation Developments	567	206	727
	Transportation Grants	50	40	85
	Transportation Strategy	122	105	109
		854	456	1,033
Public Transport	Bus Shelters	31	32	44
	Concessionary Fares	246	257	481
	Huntingdon Bus Station	81	80	56
	Rail Passes	5	5	5
	St Ives Bus Station	30	31	32
		392	406	618
Highways Services	Highways Cycle Mtce	0	0	1
	Highways Management	89	74	73
	Highways R&R Schemes	0	0	0
		89	74	74
Car Parks	Car Park Management	-207	-282	-230
	Car Park Policy	188	186	247
		-19	-96	17
Environmental Improvements	Env Imps Feasibility Studies	35	6	14
	Env Imps Management	72	39	46
	Environmental Imps Renewals	10	10	16
	Gazebo R&R	1	1	1

Service Budgets		2005/06		2006/07
		Original	Forecast	Budget
	Godmanchester Env Improvements	7	7	7
	Huntingdon Env Improvements	169	166	200
	Other Schemes	4	4	4
	Ramsey Env Improvements	22	16	24
	Small Scale Env Improvements	160	167	175
	Somersham Env Improvements	5	5	4
	St Ives Env Improvements	65	64	59
	St Neots Env Improvements	96	96	88
	Yaxley Env Improvements	0	3	0
		645	585	639
		1,961	1,426	2,380

Corporate Services		£000	£000	£000
Local Taxation & Benefits	Council Tax	852	916	943
	Council Tax Benefits	45	59	134
	N N D R Administration	-29	-27	-16
		869	948	1,061
Corporate Management	Bank Charges	53	51	58
	Best Value	180	206	211
	Customer First	365	448	331
	External Audit	110	110	113
	Information & Promotion	459	490	545
	Local Council Support	13	18	19
	Pensions	178	189	228
	Policy And Strategy	795	735	732
	Public Accountability	61	57	62
	System & Asset Management	91	46	45
	Telecommunications	-0	0	0
	Unallocated Central Overheads	-2	-8	-8
		2,302	2,344	2,334
Democratic Representation	Corporate Committees	254	271	275
	Corporate Subscriptions	29	26	29
	Member Expenses & Allowances	418	419	431
	Member Support	367	361	392
	Twinning	18	18	18
		1,086	1,095	1,145
Democratic Services	District Elections	41	14	165
	Elections Periodic Review	22	16	17
	Electoral Registration	164	151	156
	Emergency Planning	63	92	94
	Land Charges	-324	-177	-310
	Licences	14	13	111
	National & County Elections	31	21	-5
	Parish Elections	13	9	9
		23	139	237
		4,280	4,527	4,777

Other Expenditure		£000	£000	£000
Contingency	Efficiency Savings Contingency	-402	-153	-654
	General Contingency	132	118	140
	Other Contingencies	-83	25	-147
		-353	-10	-661
Other Expenditure	Capital Charges Reversed	-8,893	-7,567	-10,266
	Commutation Transfer	-323	-323	-280
	Pensions Liabilities Reversed	-537	-537	-537
	V A T Partial Exemption	360	360	293
		-9,393	-8,067	-10,790
Investment Interest	Interest Paid	45	82	82
	Interest Received	-3,000	-3,605	-2,874
		-2,955	-3,523	-2,792
		-12,701	-11,601	-14,243

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**CIPFA Prudential Code for Capital Finance in Local Authorities
Prudential Indicators for 2006/07**

Capital expenditure

1. Mutual and Estimated Capital Expenditure

	2004/5 Actual £000	2005/6 Forecast £000	2006/7 Estimate £000	2007/8 Estimate £000	2008/9 Estimate £000
Gross*	16,426	21,189	20,598	19,234	13,614
Net	11,269	18,251	14,675	17,992	13,067

* 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.

2004/5 Actual £000	2005/6 Forecast £000	2006/7 Estimate £000	2007/8 Estimate £000	2008/9 Estimate £000
-28%	-23%	-17%	-11%	-7%

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 capital schemes that the Council is making a decision on in this report (i.e. it ignores changes already approved, slippage, inflation and savings). The actual change in Council Tax is different because of the impact of other schemes and the use of revenue reserves.

	2006/7 Estimate	2007/8 Estimate	2008/9 Estimate
Increase	£1.19	£0.16	£5.93
Cumulative	£1.19	£1.35	£7.28

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:

31/3/05 Actual £000	2005/6 Forecast £000	2006/7 Estimate £000	2007/8 Estimate £000	2008/9 Estimate £000
0	0	0	0	1,124

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 forecast shows that capital reserves are forecast to run out in 2008/09 and the Authority will then need to fund most of its capital expenditure from long-term borrowing. However it is permitted to borrow in advance of the need to fund expenditure by borrowing, (see paragraph 7 below).

External debt

6. The actual external borrowing at 31 March 2005

There was £2.5m 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. It reflects the Treasury Management Strategy which allows for the Authority to borrow up to £10m as long term debt in order to finance future capital expenditure if it appears that long term rates are lower than they will be in later years.

2005/6 Limit £000	2006/7 Limit £000	2007/8 Estimate £000	2008/9 Estimate £000
22,000	30,000	30,000	30,000

8. The operational boundary for external debt

This reflects 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. The operational boundary does not include the allowance for the £10m long-term borrowing referred to above.

2006/7 Limit £000	2007/8 Estimate £000	2008/9 Estimate £000
15,000	15,000	15,000

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 also deemed to be variable rate investments for the purpose of this indicator. In practice the exposure to variable rates is likely to be less.

	2006/7 Limit £000	2007/8 Estimate £000	2008/9 Estimate £000
Upper limit on fixed rate exposure	100%	100%	100%
Upper limit on variable rate exposure	84%	50%	50%

11. Borrowing Repayment Profile

The proportion of 2006/7 borrowing that will mature in successive periods.

The table refers to temporary borrowing for cash flow purposes; 100% will mature in less than 12 months. If long-term borrowing takes place in 2006/07 it will all be for maturities in excess of ten years.

	Upper limit	Lower limit
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.

2006/7 Limit £000	2007/8 Estimate £000	2008/9 Estimate £000
20,000	15,000	10,000

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SENSITIVITY

The proposed strategy as outlined in paragraph 6.9 and detailed in Annex C has been modelled to identify the impact that variations in investment rates, borrowing rates and increases in pay will have. The table below shows the items considered and resulting change in the level of savings required.

	Impact on Council spending in year:		
	2006/07 £M	2010/11 £M	2016/17 £M
0.5% extra pay award every year	+0.1	+0.6	+1.6
0.5% higher investment returns each year	-0.3	0	0
0.5% higher borrowing costs each year	0	0	+0.1

Inflation, other than pay, is fairly neutral as long as fees and charges are increased in line with it.

Continual extra pay awards become costly due to the compound effect. An increase from 2.5% per year to 3% per year has been included in the report. Pay negotiations are not based on what has been included in the budget.

The impact of investment rates disappears quite quickly as reserves are used.

The impact of higher borrowing rates is not significant.

It has been assumed that the combination of turnover and performance pay will become increasingly neutral over the plan period. This will be reviewed annually.

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RESERVES AND THE ROBUSTNESS OF THE 2006/07 BUDGET

The Local Government Act 2003 requires me, as the Council's Chief Financial Officer, to report on the robustness of the 2006/07 budget and the adequacy of reserves when you consider it 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 latest round of efficiency savings/budget reductions will result in tighter budgets but managers were asked to propose only reductions that could be achieved without affecting service levels.

The 2006/07 budget has been prepared using the budget for 2005/06 as a base, and amending it for known changes, particularly -

- ◆ Inflation, including pension contributions and electricity which are in excess of general inflation.
- ◆ Potential 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 (£132k) 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 in general and pay inflation, **assuming no compensating increase in fees and charges was possible**, would result in a net cost of approximately £190k.

A ½% reduction in interest rates would result in lost income of approximately £260k.

Certain types of eventuality are mitigated in other ways. Many 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 2006/07 budget is adequately robust.

Revenue Reserves

These are estimated to be £16.9m at April 2006 and £15.3m at March 2007. This is significantly above what would be considered a safe minimum level, which would be in the region of £2m.

Steve Couper
Head of Financial Services

**2006/07 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 Accountancy Section: Treasury Management Reports
Reports on the 2006/7 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

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TREASURY MANAGEMENT STRATEGY 2006/07

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 manager's who currently manage the following sums:

Investec	£26.5m
Alliance Capital	£26.5m
City Deposit Cash Managers	£20m
Total	£73m

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	2010/ 2011
Forecast position at end of year	£M 56	£M 42	£M 24	£M 12	£M 10	£M 8

Investec and Alliance Capital both utilise a broader and more volatile range of investments. As the amount 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 of 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 that concentrates on a narrower more stable type 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 2007.

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).

LONG-TERM BORROWING

As the Council's reserves run out, as illustrated in the table above, there will be a need for long-term borrowing to finance the capital programme. The financial plan shows that this will not be until 2008/9 however efficient treasury management involves borrowing when interest rates are judged to be at the best level, even if the funds have then to be invested at at least the same rate until the money is required; borrowing in this way is allowed if it is for planned expenditure.

If the interest rates are judged to be at the best level during 2006/7, a maximum of £10m will be borrowed for a period of 25 years or longer. Before any long-term borrowing is undertaken, advice will be taken from our treasury management advisor, and the Executive Councillor for Finance will be consulted.

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 £15m at any one time.

The Council will need to approve a prudential indicator for the 'authorised limit for external debt'; this combines temporary and long-term borrowing and a maximum of £30m 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 counterparties. 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

Non-specified investments include all other types of investment.

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

Money Market Funds (MMFs)

MMFs are instruments for managing short-term cash based on pooling investments from organisations such as Local Authorities and reinvesting them in larger blocks with a range of counterparties with high credit ratings (AAA or A1/P1).

The MMF aggregates its returns and, after deducting its management costs, pays out an average rate to investors. Experience has shown that the return is usually equal to or better than the rates obtainable elsewhere for small or short term sums.

Investec wish to use MMFs because the number of high quality counterparties has reduced during 2005 and this will give them extra flexibility at no added risk to the Council. They are also a potential advantage for in-house funds. The mandates in Appendices A and B have been therefore been amended to include the use of MMFs where credit ratings are no lower than required for other instruments.

INVESTMENT INSTRUMENTS USED BY THE COUNCIL

In the short-term, whilst 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; no change is proposed to this general approach during 2006/07.

The previous regulations required the Fund Managers to act as advisors when purchasing corporate bonds and similar securities, and the Council Officers had to approve the purchase. The Council continued this arrangement for the purchase of non-specified investments, however during 2005/06 this was changed, after taking advice from our advisor, so that the Fund Managers do not need approval to buy non-specified investments.

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 was reappointed until December 2007.

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. However Alliance Capital has requested that their mandate is amended in two ways:

- (a) The % of the portfolio that can be invested in AA- or Aa3 securities is increased from 40% to 50%.
- (b) The inclusion of perpetual securities.

Our advisor considers that these changes do not increase the risks to the fund and therefore the mandate in Appendix B incorporates these changes. They will also apply to Investec.

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.

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 approve 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 Council's professional advisor).

The categories of non-specified investments that can prudently be used during 2006/07

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 2006/07 in investments that are not long-term (over 1 year)

This will be £22m.

MANAGEMENT

The Director of Commerce and Technology and his staff, supported by the Council's professional advisor, together with the Capital Receipts Advisory Group, will 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 2006/07. Any minor changes that are broadly consistent with this Strategy and either reduce or only minimally increase 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.

The Council's Prudential Indicators, which are an annex to the Budget Report, set various limits that are consistent with this Strategy and allow officers to monitor its achievement.

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 Money Market Funds
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

LIMIT £2.5M	SHORT TERM RATINGS
BANKS (Rated F1)	
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+
BUILDING SOCIETIES (Assets over £5 billion – Rated F1 or better)	
Britannia	F1
Coventry	F1
Nationwide	F1+
Portman	P1*
Yorkshire	F1
ALL LOCAL AUTHORITIES, POLICE AND FIRE AUTHORITIES	N/A

* Moody's credit rating

LIMIT £1.5M	SHORT TERM RATINGS
BANK SUBSIDIARIES Wholly owned by F1 Rated banks	
RBS Trust Bank Ltd	F1+
Ulster Bank Limited	A1**
Ulster Bank Ireland	A1**
OTHER BANKS	
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+**
HFC Bank	F1
Irish Intercontinental Bank	F1
KBC Bank NV	F1+
Singer and Friedlander	F1
OTHER INSTITUTIONS Rated F1	
3i Group Limited	A1**
Irish Life and Permanent plc	F1
BUILDING SOCIETIES (Assets over £2 billion)	
Chelsea	
Cheshire	
Derbyshire	
Dunfermline	
Leeds and Holbeck	
Newcastle	
Norwich and Peterborough	
Nottingham	
Principality	
Skipton	
Stroud and Swindon	
West Bromwich	

LIMIT £1M	SHORT TERM RATINGS
BUILDING SOCIETIES (Assets over £1.5 billion)	
Scarborough	

** 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 (Gilts) Deposits made with or marketable certificates of deposit issued by approved banks (CDs) Sovereign and supranational securities, including floating rate notes (Bonds) Corporate, bank and building society securities, including floating rate notes, commercial paper and asset backed securities (Corporate Bonds) Money Market Funds (MMFs)
Credit Ratings	CORPORATE INVESTMENTS Standard & Poors AA- or Aa3 or above or equivalent A- or A3 or better, maximum term 3 years NON-UK GOVERNMENTS AND SUPRANATIONALS AA- or Aa3 or above or equivalent for non-UK Governments AAA or Aaa for Supranationals SHORT-TERM INVESTMENTS Standard & Poor's A1/P1 or above or equivalent MONEY MARKET FUNDS AAA
Maximum limits	50% Corporate Bonds 20% Supranational and sovereign securities 50% 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 8th December 2005

Matters for Information

8. **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 a District and Huntingdon Town Councillor and Members of Great and Little Gidding Parish Council.

9. **AN APPROACH TO TRAINING: DISCUSSION PAPER**

Further to Item No. 5 of their Report to the meeting of the Council held on 28th September 2005, the Committee has considered the training activities currently provided by the Monitoring Officer for district and parish councillors on ethical standards and the Code of Conduct.

Taking into account suggestions made by Members at previous meetings, the Committee has endorsed a proposed framework for training to inform, extend, improve and refresh awareness of the Code of Conduct having been assured that the time and resources currently committed to the training of town and parish councillors (in particular) compared favourably to that offered by other authorities in Cambridgeshire.

The Committee also has agreed to review, at future meetings, case examples drawn from the Standards Board for England to assist in practical interpretation and knowledge of code of conduct matters arising from investigation of those cases. Where considered appropriate, issues of interest arising from the cases reviewed will be sent to town and parish councils.

10. **FIFTH ANNUAL ASSEMBLY OF STANDARDS COMMITTEES**

The Committee has been alerted to arrangements for the Fifth Annual Assembly of Standards Committees to be held at the International Conference Centre, Birmingham on 16th and 17th October 2006.

D H Bristow
Chairman

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Overview and Scrutiny Panel (Planning and Finance)

Report of the meetings held on 13th December 2005, 10th January 2006 and joint meetings with the Overview and Scrutiny Panel (Service Delivery and Resources) held on 24th January and 7th February 2006

Matters for Information

33. REVIEW OF COUNCIL BUDGET & EXPENDITURE

Having considered and noted the response of the Cabinet to their recommendations on the Council's budget and expenditure, the Panel has invited Councillors Mrs D C Reynolds, A Hansard and L M Simpson to their meetings to discuss the outcome of the Panel's review in relation to expenditure on social housing, information & promotion and customer first.

Having received information concerning the management of the call centre, recent savings achieved on communications and the position in relation to social housing grant, the Panel has been satisfied as to current levels of expenditure on those services.

With regard to the Panel's concern generally on future Council expenditure, the Leader of the Council has given an assurance that this had been acknowledged by the Cabinet and that measures will be implemented to identify potential savings within the Council's budget.

The Executive Councillor for Leisure Services and the Head of Community Services have been invited to attend the Panel's March meeting to discuss expenditure on leisure centres. However with the exception of the discussion referred to, the Panel has agreed to conclude their review of the subject.

34. IMPLEMENTING ELECTRONIC GOVERNMENT STATEMENT 2005

The Panel has considered the content of the draft 2005 Implementing Electronic Government (IEG) statement for submission to the Office of the Deputy Prime Minister. As a consequence, the Panel has requested further information as to how grants received to date under the IEG programme have been allocated and expended, together with details of the outcome of a trial in the use of mobile technology within the Revenues and Benefits Division.

The Panel has also discussed the identification of efficiency savings from the implementation of the Customer First programme. Members have been reminded that its primary purpose is to improve customer service to the public, although savings will be achieved as part of the business re-engineering process. The Panel has been assured by the Executive Councillor that he is satisfied with the progress achieved and the likely attainment of targets within the programme.

(The Cabinet has subsequently recommended Council to approve the Statement for submission to the Office of the Deputy Prime Minister – Item No. 90 of their Report refers.)

35. DRAFT RESPONSES TO CORE STRATEGY PREFERRED OPTIONS REPORT

The Panel has considered the issues emerging from the public consultation on the Core Strategy Development Plan Document and the suggested policy changes arising therefrom. Members have been assured that there will be an opportunity for the Panel to consider the Strategy at their March meeting prior to its consideration by the Cabinet.

36. MONITORING SECTION 106 AGREEMENTS: PLANNING OBLIGATIONS

The Panel has considered the quarterly monitoring report detailing the receipt and expenditure of money negotiated under Section 106 Agreements. Having regard to assurances made at the Panel's previous meeting that the majority of expenditure on leisure provision will have been incurred by the end of the financial year, the Panel has agreed to review the situation again at the end of the next quarter.

37. CHILDREN & YOUNG PEOPLE: PLAN AND AREA MANAGEMENT STRUCTURE

The Panel has considered the emerging Children & Young People's Plan which has been developed by the Cambridgeshire Children & Young People's Strategic Partnership and the priorities for 2006-09. The Panel has also considered proposals for the delivery and organisation of services for children and young people at area locality level.

In considering the content of the draft Plan, the Panel has reminded the Cabinet of the need to ensure that the needs of Huntingdonshire residents are being met and that suitable resources are allocated to the District in comparison to the remainder of the County. In that respect the Panel has stressed the importance of the Executive Councillor's role on the Partnership Board and other groups.

Arising from their concerns in relation to the level of Member involvement in the new governance structure and the role of the District Council in relation to the locality arrangements, the Panel has invited the Cabinet to consider this further in the development of the

plan and the need for Members to be briefed and informed in respect of their constituency roles. The Panel has also requested clarity as to how the locality teams will be resourced in Huntingdonshire.

(The comments of the Panel have been conveyed to their Cabinet for their consideration. Item No. 108 of their Report refers.)

38. LOCAL AREA AGREEMENTS

The Panel has considered the content of a draft Local Area Agreement (LAA) for Cambridgeshire. Agreements have been introduced as an initiative intended to streamline Government funding, to encourage more partnership working and to ensure investment is directed towards local priorities. The Agreements build upon the Local Public Service Agreement (LPSA) concept to improve services through targeted prioritisation of funding.

Having been acquainted with the proposed governance arrangements for the implementation of the Agreement and the possibility of a reallocation of resources between Districts to reflect local needs, the Panel has expressed its concern that the LAA does not result in a transfer of resources out of Huntingdonshire to other parts of the County. Having noted that those targets previously in place within the LPSA for Cambridgeshire will be incorporated in the LAA, the Panel has questioned the relevance of some of the targets and the fact that, for some performance indicators, the County Council is shown as the lead delivery agency when the majority of the contributory services are provided by the District Council.

The Panel has also asked the Head of Policy to investigate the feasibility of the results of the quarterly monitoring of LAA and performance being reported to the relevant Overview and Scrutiny Panels as part of the normal performance management measures.

(The draft Agreement has subsequently been considered by the Cabinet. Item No. 116 of their Report refers.)

39. LOCAL AUTHORITY BUSINESS GROWTH INCENTIVE

At their joint meeting on 24th January 2006, Members were acquainted with the introduction of the Local Authority Business Growth Incentive scheme which is designed to allow local authorities to retain a share of increased business rates revenue generated in their area.

The scheme will operate initially for three years subject to review following the first year of operation in the light of any recommendations made by the Lyons Inquiry into local government finance, together with the scheme's success in meeting its objectives. Although the amount of money likely to be received under the agreement is difficult to establish at this stage, Members have been informed that a report will be submitted to Cabinet in due course when this became known. Although use of any additional income is

not restricted, it has been suggested that it would be inappropriate for this to be used to fund projects with ongoing revenue implications.

The introduction of the scheme has also been reported to the Cabinet at their meeting on 2nd February 2006.

40. FINANCIAL STRATEGY, MEDIUM TERM PLAN 2007-2011 AND BUDGET 2006-07

At a joint meeting, the Panels have considered the Council's Financial Strategy, Medium Term Plan and 2006/07 Budget. In considering the proposed financial strategy, the Panels have expressed their support for the higher of 5% increase in Council Tax or a 5% increase in the budget requirement each year with a smoothed savings profile. The Panels have also endorsed the content of the proposed Budget and Medium Term Plan.

In relation to the savings profile which will need to be achieved if the Council approves this option, the Panels have stressed the importance of ensuring that appropriate procedures are in place to ensure that necessary reductions in expenditure can be achieved. The Panels have also asked for this exercise to be an inclusive process with Member involvement before changes to the Budget and MTP are considered by full Council. As a consequence the Panels have asked the Executive Councillor for Finance to report back to the meeting of the Overview & Scrutiny Panel (Planning & Finance) in March 2006 on the principles and procedure to be adopted when identifying savings, together with details of any suggested savings identified by that stage.

The comments of the Panels have been conveyed to the Cabinet at their meeting on 2nd February 2006 to assist them in formulating their recommendations to Council on these matters. (Item No. 88 of their Report refers.)

41. WORKPLAN STUDIES

The Panel has reviewed its work plan on studies. At the suggestion of the Overview & Scrutiny Panel (Service Delivery & Resources) the Panel has agreed to investigate the implications of local procurement of goods and services.

Having regard to some of the issues encountered during the review of the Council's budget and expenditure, the Head of Administration has been asked to prepare a protocol for the operation of working groups established by the Panel.

42. HEADQUARTERS AND OTHER ACCOMMODATION DEVELOPMENT AGREEMENT

At the joint meeting of the Planning and Finance and the Service Delivery Panels in February, Members considered recent elements with regard to the completion of a Development Agreement for the procurement of new headquarters and other accommodation and for

the location of the Call Centre. Having regard to the deliberations of the District Council Headquarters and Other Accommodation Advisory Group on the matter the Panel has agreed to endorse their recommendations.

The Panels have discussed occupancy levels of the new headquarters building and the flexibility built into its design in this respect, the Council's ability to manage car parking in Huntingdon, the facilities that will be available for Councillors and the adverse effects of any delays on construction costs.

Any potential questions with regard to the Panels' deliberations on this item should be dealt with as part of the Cabinet's report on Office Accommodation when the press and public have been excluded from the meeting.

P A Swales
Chairman

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Overview and Scrutiny Panel (Service Delivery and Resources)

Report of the meetings held on 6th December 2005,
3rd January and 7th February 2006

Matters for Information

29. CONCESSIONARY FARES

The Panel has reviewed a report on changes to the concessionary fares regime following its submission to the Cabinet. The Cabinet previously had considered the content of the report to enable the Council to notify bus operators of its decision by 1st December 2005.

The Panel has been informed that the Government has announced that those who are eligible for bus passes will be entitled to free travel outside the morning peak within the District's boundaries. However, the new scheme means that some residents will be worse off than at present.

The Panel has discussed the financial implications of the new scheme and has been informed that consultants are to be employed by the Cambridgeshire authorities to advise on the various options the Council has available and their associated costs.

The Government has promised additional funding for the scheme but details are not yet known. Other shortcomings of the new scheme in rural areas include the fact that buses only run at peak times and difficulties associated with pricing tickets for services operating at District level.

30. CALL CENTRE PERFORMANCE AND PROPOSED CHANGES TO CALL HANDLING ARRANGEMENTS

The Panel has reviewed the performance of the Call Centre during its first month of operation. Having noted the rates at which calls have been received, answered and resolved satisfactorily, Members have been acquainted with proposals to improve the current call handling arrangements by increasing the number of operational lines available. Members also have been advised of the introduction of the recording of calls and of an announcement to provide details of queue position together with the ability to leave a message. The cost of the additional lines is included in the Centre's set up costs.

The Panel discussed the background music played when calls are transferred to the back office. The music cannot be removed without the agreement of the other Councils using the system. As a result, this matter will be raised at the next meeting of the Customer Service Partnership Board. Members also discussed the operation of the call back system during busy periods, caller line identification and the policy on providing transcripts of recorded calls. All the proposed changes to the system have been endorsed by the Panel and a further report has been requested on the transfer of calls to the County Council which, at present, is not possible.

31. RESIDENTIAL DEVELOPMENT SITE, MOORHOUSE DRIVE, HUNTINGDON

The Panel has considered proposals for the disposal of Council owned land at Moorhouse Drive, Huntingdon. Having endorsed the principle of the sale, Members have discussed the type of housing to be provided on the site and have formed the view that, as a housing authority, the Council should seek to ensure that a greater proportion of land is allocated to affordable housing than the levels specified in the outline planning permission relating to the site. As a result, the Panel has suggested that a condition should be attached to the sale requiring 40% of the land to be allocated to affordable housing. However, Members have stressed that this should not jeopardise the sale of the land.

The Panel subsequently has discussed the introduction by the Council of a policy and guidance for future sales of Council owned land. For this purpose, further information has been requested on the Council's existing land holdings and on the likely financial implications of introducing the policy under consideration.

32. PUBLIC CONVENIENCES

The Panel has considered a report of the meeting of the Members Advisory Group for Public Conveniences held on the 24th November 2005 and a report on the improvement proposals arising from that meeting. Having been acquainted with the background to the reports, Members have discussed the proposals in detail, which include a programme of improvements, the introduction of a single contract for the cleaning and maintenance of all public conveniences in the District and the termination of leases for the remaining automatic public conveniences.

The Panel has discussed the Council's policy on the provision of public conveniences in larger villages. Members have concerns over the loss of facilities in such areas. During further discussion, it has been established that the proposed introduction of charging for the use of improved public conveniences is intended to deter vandalism. Members also have discussed the design of public conveniences, sharing the toilet facilities of traders, the cost of the proposed improvements and possible locations for public conveniences in St Neots. With regard to the latter, Members have been encouraged to make their views on location known to the Executive Councillor

before a final decision is taken. Having received assurances on the contractual arrangements covering maintenance and cleaning, the Panel has endorsed the reports for submission to the Cabinet.

33. ST NEOTS MOBILE HOME PARK

The Panel has been acquainted with recent developments at the St Neots Mobile Home Park. Having received an outline of the park's history, Members have been informed that the site had been surveyed in June 2005 under the Council's Contaminated Land Strategy, which revealed elevated levels of carbon dioxide, which now has been addressed and benzo(a)pyrene. The findings had been the subject of a meeting for residents of the park and subsequently they all have been advised of the findings in writing and provided with advice and details of a dedicated contact officer of the Council. The Environmental Health Division is legally nominated as a regulator in such cases and its decision on the extent of the contamination was expected the following day. Residents would be informed of the decision forthwith. Their next stage is to appoint a consultant to propose a remediation strategy and on receipt of this advice a contractor will be appointed to carry out the remediation work. Some of the works will be eligible for government grant.

The Panel has been assured that the Council will meet the cost of accommodating residents who are displaced during the remediation works and of making good areas where works have been carried out. Members also have been acquainted with the potential affects of benzo(a)pyrene and with health and safety advice provided to residents.

34. CAMBRIDGESHIRE PARLIAMENT

The Panel has received a presentation on the Cambridgeshire Parliament. An elected Member and officer attended the February meeting to outline the history, purpose and work of the Parliament on behalf of those with learning disabilities. The Parliament undertakes advocacy work by testing public services and holding bimonthly meetings with senior representatives of public, private and voluntary service providers with a view to improving access for those with learning disabilities. The areas addressed by the Parliament include transport, health, housing, high support needs and sports and leisure.

Having established their own Cabinet, the Panel also has received details of how the Parliament engages with local authorities. It helps raise awareness amongst those with learning disabilities of the electoral process and, in Huntingdonshire, currently is helping to make the Council's literature more accessible.

Members have discussed empowerment for those with learning disabilities and funding of the Parliament. A request has been made for the Parliament to look at improvements needed for disabled access at St Neots Railway Station.

35. PERFORMANCE MONITORING

The Panel has reviewed the Council's performance against the Corporate Plan and Members' attention was drawn to those elements of the scorecard where targets were not being achieved in the year to date. The performance data previously had been reviewed by the Working Group established for this purpose, who are confident that the Council will achieve the majority of its targets by the end of the year. However, more needs to be done to inform the public of the cost to them of the services they receive from the Council and the good value for money this represents. The Working Group has identified the need to ensure all data is provided by officers to enable an accurate picture to be presented to Members, but they have recognised that the number of measures in the performance management system needs to be reduced and the outcomes prioritised. The views of the Working Group have been endorsed by the Panel.

**36. PRIMARY CARE TRUST –
CONSULTATION ON PROPOSALS FOR THE FUTURE**

The Panel has considered proposals for the reconfiguration of Primary Care Trusts in Cambridgeshire. The Older Persons Working Group previously had looked at the proposals in detail and as a result had submitted a detailed report to the Panel, which contained a series of recommendations on the Council's response to the Strategic Health Authority. These recommendations have been endorsed prior to consideration by the Cabinet.

37. OLDER PERSONS WORKING GROUP

The Panel has received an interim report by the Older Persons Working Group on the progress of the study on services for older people.

Other Matters of Interest

**38. OVERVIEW AND SCRUTINY PANEL
(SERVICE DELIVERY AND RESOURCES) - PROGRESS**

The Panel has reviewed the progress of its studies. The study on the rural economy and services will be pursued at the March meeting when the Primary Care Trust's Director responsible for dental services will be in attendance to discuss the distribution of dental provision in the District and a scoping report for the study on town centre cleaning regimes will be considered in April 2006.

The Panel has asked the Overview and Scrutiny Panel (Planning and Finance) to undertake a study on the Council's procurement policies and practices, in particular the degree to which the Council procures goods and services from local businesses.

39. FORWARD PLAN

The Panel has been acquainted with details of the Forward Plan of key decisions, which has been prepared by the Leader. Having requested further information on specific items, the Panel also has reiterated its concerns at its inability to comment on new items that have been included in the Plan since the last meeting for determination before the next meeting. Subsequently Members have been informed of the action taken by the Leader to minimise the number of items appearing on the Plan at short notice.

40. CAMBRIDGESHIRE COUNTY COUNCIL HEALTH AND ADULT SOCIAL CARE SCRUTINY COMMITTEE

The Panel has received the Minutes of meetings of the Cambridgeshire County Council Health and Adult Social Care Scrutiny Committee at each of its meetings.

41. 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 their satisfaction.

K Reynolds
Chairman

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Development Control Panel

Report of the meetings held on 19th December 2005
and 16th January 2006

Matters for Information

21. REVISED HIGHWAYS DEVELOPMENT CONTROL PROTOCOL

The Panel has noted that, with effect from January 2006, a revised protocol for processing development control applications will be adopted by the District Council's Transportation Team.

Under the new protocol, technical advice will only be provided on -

- ◆ applications for 2 to 6 dwellings;
- ◆ internal site layouts which impact on the safety of the public highway;
- ◆ strategic issues associated with large developments;
- ◆ transport issues to be negotiated under potential Section 106 Agreements; and
- ◆ strategic policy documents and design and development briefs.

In those circumstances where the Panel has highway concerns about a particular application, specialist consultancy advice may need to be obtained.

22. SUMMARY OF ENFORCEMENT ACTION FOR 2005

The Panel has noted the extent of enforcement activity undertaken by the Enforcement Team in the Planning Division during 2005 and has endorsed six key objectives identified for the service in 2006. Of the objectives to be progressed, the Panel has indicated their preference for priority to be given to the publication of an information leaflet and web pages to raise understanding of enforcement issues. Mindful of the decision to categorise failure to ensure compliance with planning conditions as maladministration by the local government Ombudsman, two objectives selected for achievement in 2006 relate to the implementation of a procedure for checking compliance with occupancy conditions and the undertaking of an exercise to assess, in percentage terms, compliance with planning conditions attached to new consents.

**23. PERFORMANCE MONITORING:
DEVELOPMENT CONTROL PROGRESS REPORT –
1ST JULY TO 30TH SEPTEMBER 2005**

The Panel has received and noted a statistical report on the performance of the Development Control Section over the period 1st July to 30th September 2005.

24. DEVELOPMENT APPLICATIONS

Over two meetings, the Panel has determined a total of 21 applications of which 10 were approved, 9 refused and 2 deferred.

The Panel deferred two applications at its December meeting to enable the respective applicants and Members to be apprised of the implications of Planning Policy Statement No. 7 in respect of new development in the countryside. These applications were subsequently refused at the January meeting.

Following support expressed for the proposal by local representatives, approval has been given to the erection of a single storey building to form a new GP surgery for Little Paxton. The surgery will be close to a number of other community facilities and will be accessible to pedestrians and the disabled. An existing car park will provide parking for the facility on a joint use basis.

P G Mitchell
Chairman

Employment Panel

Report of the meeting held on 8th February 2006

Matters for Information

15. ANNUAL PAY AWARD 2006/07

The Panel has agreed an increase of 3% in salary scales for District Council employees with effect from 1st April 2006.

16. REALIGNMENT OF SERVICES

In the light of recent resignations and the opportunity to review current line management arrangements, the Panel has endorsed a realignment of responsibilities for services or parts of services across Directorates. Details of the changes are reproduced as an Appendix.

In endorsing the proposals, the Panel has noted that in the ensuing months Heads of Services will review Divisional structures, including support services, with a view to bringing forward any consequential proposals for consideration.

17. BONUS SCHEMES – FITNESS STUDIOS, EVENTS AND HOSPITALITY (LEISURE CENTRES)

As a consequence of a review of the Leisure Centres Bonus Scheme for fitness staff and the Hospitality and Events Team, the Panel has endorsed a proposal to integrate those non-casual staff on the existing bonus scheme into the Inbucon Scheme which applied to other Council employees.

On the understanding that there will be no net cost to the Council, the Panel has authorised the Chief Executive, after consultation with its Chairman and the Executive Councillor for Finance to approve arrangements for the integration of the staff concerned into the Inbucon Scheme.

18. DISABILITY EQUALITY SCHEME

The Panel has endorsed the content of a draft Disability Equality Scheme for the District Council. The Scheme has been introduced in light of forthcoming amendments to the Disability Discrimination Act (1995) which will place a duty on all public bodies to promote disability equality and describes how the Council intends to fulfil its commitment through eliminating discrimination and harassment and promoting equality of opportunity.

The Scheme will be considered by the Cabinet at their meeting on 23rd February 2006.

19. THE COUNCILS SCHEME OF DELEGATION: INTERIM VARIATION PENDING THE RECRUITMENT OF A REPLACEMENT DIRECTOR OF COMMERCE AND TECHNOLOGY

The Panel has been acquainted with the arrangements approved by the Cabinet at their meeting on 15th December 2005 in respect of the Council's scheme of delegation pending the recruitment of the replacement Director of Commerce and Technology.

20. REQUESTS TO FILL VACANT POSTS

Having considered the circumstances applicable to vacancies within the Operational Services and Commerce and Technology Directorates for a:

- ◆ Housing Advice Officer;
- ◆ Leisure Centre Manager (St Ivo);
- ◆ Environmental Education Officer; and
- ◆ Head of Planning Services

- the Panel has authorised the Head of Personnel Services to commence recruitment in each case.

21. RETIREMENT OF PERSONNEL - ACKNOWLEDGEMENT

The Panel has placed on record its recognition of and gratitude for the excellent contribution made by Mr I D Cousins, St Ivo Leisure Centre Manager during his 29 years employment in the local government service and has conveyed its best wishes to him for a long and happy retirement.

J W Davies
Chairman

OPERATIONAL SERVICES DIRECTORATE – DRAFT SERVICE STRUCTURE 27TH JANUARY 2006

DIRECTOR OF OPERATIONAL SERVICES



Head of Technical Services	Head of Housing	Head of Operations	Head of Environmental & Community Health	Head of Planning Services
<ul style="list-style-type: none"> ❖ Home Energy Efficiency (from Env Health) ❖ Environment Team (except Waste Policy) ❖ Accommodation Project ❖ Project Management ❖ Projects, eg: <ul style="list-style-type: none"> ○ Environmental Improvements ○ Drainage ○ Car Park ○ Implementation ❖ Architects, eg: <ul style="list-style-type: none"> ○ Construction ○ Facilities ❖ Management Building Control (from Planning) 	<ul style="list-style-type: none"> ❖ Policy & Development ❖ Private Sector Housing ❖ Home Improvement Agency: <ul style="list-style-type: none"> ○ DFGs ○ Discretionary Grants ❖ Needs & Resources: <ul style="list-style-type: none"> ○ Applications for and nominations to Housing Associations ○ Housing Advice ○ Homelessness 	<ul style="list-style-type: none"> ❖ Abandoned Vehicles (from Env Health) ❖ Waste Policy (from E&T) ❖ Operations, including: <ul style="list-style-type: none"> ○ Waste Collection and Recycling ○ Street Cleansing ○ Grounds ○ Maintenance and Trees ○ Car Parks ○ Markets ○ Litter Policy ❖ Parks & Open Spaces (from Comm Services) ❖ Countryside Services (from Comm Services) 	<ul style="list-style-type: none"> ❖ Commercial Health ❖ Public Health (except Home Energy Efficiency & Abandoned Vehicles) ❖ Community Safety (from E&T) ❖ CCTV/Emergency Planning (from E&T) ❖ Community Initiatives (from Comm Services) ❖ Arts (from Comm Services) ❖ Leisure Development (from Comm. Services) 	<ul style="list-style-type: none"> ❖ Development Control ❖ Development Plans ❖ Development Implementation including Conservation and Heritage Management ❖ Transportation (from E&T)

Services that are relocated

CENTRAL SERVICES DIRECTORATE – DRAFT STRUCTURE – 27TH JANUARY 2006

DIRECTOR OF CENTRAL SERVICES

Head of Policy	Head of Administration	Head of Legal Services	Head of Personnel Services
<ul style="list-style-type: none"> ❖ Policy & Research ❖ Economic Development ❖ Communications ❖ <i>Tourism (from Comm Services)</i> 	<ul style="list-style-type: none"> ❖ Democratic Services ❖ Electoral Registration/Elections ❖ Land Charges ❖ Licensing ❖ Printing 	<ul style="list-style-type: none"> ❖ Legal ❖ Estates 	<ul style="list-style-type: none"> ❖ Personnel & Payroll ❖ Health & Safety ❖ Staff Restaurant

*Leisure Centres Management
(interim measure)*

Services that are relocated

Licensing and Protection Panel

Report of the meetings held on 7th December 2005
and 19th January 2006

Matters for Information

10. DELEGATED POWERS

The Panel has considered the implications of revised regulations on food hygiene and food and feed controls in the light of changes in EU regulations issued by the Food Standards Agency. Under the circumstances, the Head of Environmental Health Services and the Director of Operational Services have been authorised to institute legal proceedings in cases of contravention following consultation with the Chairman or Vice-Chairman and to appoint suitably qualified, experienced and trained Officers to carry out duties and other matters arising from a range of regulations relating to official food and feed controls, products of animal origin (third country imports) and food hygiene.

11. DECLARATION OF CONTAMINATED LAND

The Panel has been acquainted with the findings of a contaminated land survey of the Council's mobile home park at Eynesbury, St Neots. In light of the elevated concentration of compounds on the site the Council, as enforcing authority, has determined the site as "contaminated land". On the basis of the information currently available, the level of contamination on some parts of the site is likely to pose a significant risk of harm to human health over long periods and remediation work is thought to be necessary on 14 out of 50 plots on the park, together with some open space. Residents have been kept fully informed of the situation.

As the land is also in the ownership of the Council, this has been reported to the Cabinet and a consultant is likely to be appointed to advise on the most appropriate mediation method.

12. DELEGATED AUTHORITY FOR CONTROL OF DOG BREEDING

The Panel has authorised the Director of Operational Services and the Head of Environmental Health Services to appoint persons to carry out the duties and matters arising under the Breeding and Sale of Dogs (Welfare) Act 1999 and the Breeding of Dogs Acts 1973 and 1991 and after consultation with the Chairman or Vice-Chairman of the Panel, to revoke licences and institute legal proceedings for contravention of the legislation.

13. 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 2006/07 in the case of those charges which the Council has the discretion to set.

14. STREET CONSENTS

The Panel has been informed of redevelopment work due to commence in St Benedict's Court, Huntingdon in April 2006 which will require the removal or relocation of a food vendor to whom a street trading consent has been granted. Members have been acquainted with potential alternative locations for the vendor following consultation with the consent holder and the Council's Project Engineer. Having considered the relevant merits of the sites, the Panel has been informed that inquiries will continue with the owners of St Germain Walk and with the County Council as to the potential designation of St Germain Walk and Chequers Way as consent streets.

15. LICENSING AND PROTECTION APPLICATIONS SUB GROUP

The Panel has received the Minutes of the meetings of the Licensing and Protection Applications Sub Group held on the 9th November and 29th November 2005.

J M Sadler
Chairman

Licensing Committee

Report of the meeting held on 19th January 2006

Matter for Information

6. LICENSING ACT 2003 – LICENSING OF GAMING

The Licensing Act 2003 has transferred responsibility for the licensing of gaming machines in premises for the supply of alcohol from the licensing justices to the District Council. Pending the implementation of the Gambling Act 2005, which is anticipated with effect from September 2007, the Committee has approved the necessary delegations to enable new applications to be determined. Existing permits will continue but the records will need to be transferred from the justices to the Council. Gaming machines in registered clubs will remain the responsibility of Magistrates Courts until such time as the Gambling Act comes into force. Accordingly the Committee has authorised the Head of Administration or in his absence the Central Services Manager to determine applications for the grant and renewal of permits for gaming machines, prize gaming and the making and varying of orders for playing certain games on premises under the Gaming Act 1968 and the Lotteries and Amusement Act 1976. In the event of objections being received or if the Head of Administration is minded to refuse an application, the Committee has agreed that a Sub-Committee will determine the application in such circumstances.

7. LICENSING ACT 2003: MEMORANDUM OF UNDERSTANDING AND JOINT ENFORCEMENT PROTOCOL

Further to Item No. 8 of the Report of the Committee submitted to the Council at its meeting held on 16th February 2005, the Committee has approved the content of a Memorandum of Understanding and Joint Enforcement Protocol for matters relating to the Licensing Act 2003 following agreement being reached between the licensing and responsible authorities in Cambridgeshire. The Protocol covers such matters as the sharing of intelligence, communication, data protection, exchange of information, investigation of offences and prosecution.

8. LICENSING ACT 2003: REVIEW OF DCMS GUIDANCE

The Committee has commented on the first stage of a two phase review of the statutory guidance issued by the Department of Culture, Media and Sport under the Licensing Act 2003. In so doing, the Committee has requested improved guidance and clarity on a number of matters that emerged during the transitional period for the transfer

of liquor licensing from the justices to the Council over the course of 2004. These include the authorisation of alcohol sales, the definition of the term premises, the licensing of public land, carol singing, operating of premises and the circumstances under which conditions can be attached to licences.

9. LEL CLUB, ST. IVES: LICENSING APPEAL

The Committee is pleased to report that Huntingdonshire Magistrates have dismissed an appeal against a decision made by a Licensing Sub-Committee, at a hearing in August 2005, not to extend the hours during which alcohol could be supplied at the LEL Club, London Road St. Ives. The Magistrates found evidence of public nuisance caused by users of the club, did not accept that a solution could be identified in the short term and decided that an extension of hours would add to the major problems experienced by interested parties who lived in the vicinity of the premises.

10. GAMBLING COMMISSION: STATEMENT OF PRINCIPLES

The Committee has commented on a draft Statement of Principles published by the Gambling Commission which will govern the way in which the Commission will regulate gambling in the future. In so doing, the Committee has generally supported the aims set out in the statement but suggested that clarification would be helpful to avoid confusion between the roles of the Commission and licensing authorities in respect of the prevention of disorder and the protection of children when licensing operators and premises respectively.

11. GAMBLING ACT 2005

The Committee has been advised that the statutory guidance under the Gambling Act 2005 will be issued in three parts by the Gambling Commission for consultation. The first will concentrate on matters that are primarily intended to assist licensing authorities on the development and preparation of local statements of premises licensing policy which will need to be prepared over the forthcoming year in advance of applications for licensees being received in January 2007.

Further information on the implications of the legislation will be reported to Members as this becomes available.

J M Sadler
Chairman

Corporate Governance Panel

Report of the meeting held on 14th December 2005

Matters for Information

11. LOCAL GOVERNMENT OMBUDSMAN – LOCAL SETTLEMENT OF COMPLAINT

The Panel has been acquainted with the outcome of a complaint against the Council by a member of the public and the action taken to settle the complaint locally.

12. CALCULATION OF COUNCIL TAX BASE 2006/07

In accordance with Section 34 of the Local Government Finance Act 1992 and 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 District Council as a tax base for the whole of the district for the year 2006/07 as 56,939. The amounts for the various parishes are as follows -

	£
Abbotsley	188
Abbots Ripton	133
Alconbury	552
Alconbury Weston	275
Alwalton	125
Barham & Woolley	28
Bluntisham	718
Brampton	1,782
Brington & Molesworth	112
Broughton	86
Buckden	1,150
Buckworth	49
Bury	588
Bythorn & Keyston	139
Catworth	134
Chesterton	59
Colne	323
Conington	73
Covington	39
Denton & Caldecote	24
Diddington	31
Earith	577
Easton	76
Ellington	243
Elton	277

Eynesbury Hardwicke	728
Farcet	542
Fenstanton	1,190
Folksworth & Washingley	350
Glatton	130
Godmanchester	2,241
Grafham	233
Great & Little Gidding	127
Great Gransden	447
Great Paxton	371
Great Staughton	309
Haddon	19
Hail Weston	239
Hamerton	40
Hemingford Abbots	322
Hemingford Grey	1,159
Hilton	426
Holme	239
Holywell-cum-Needingworth	970
Houghton & Wyton	1,154
Huntingdon	6,661
Kings Ripton	73
Kimbolton & Stonely	588
Leighton Bromswold	81
Little Paxton	1,120
Morborne	12
Offord Cluny	195
Offord d'Arcy	296
Old Hurst	97
Old Weston	87
Perry	267
Pidley-cum-Fenton	148
Ramsey	2,855
St Ives	5,587
St Neots	9,008
St Neots Rural	29
Sawtry	1,738
Sibson-cum-Stibbington	202
Somersham	1,353
Southoe & Midloe	152
Spaldwick	223
Steeple Gidding	11
Stilton	782
Stow Longa	60
Tetworth	19
The Stukeleys	658
Tilbrook	107
Toseland	37
Upton & Coppingford	89
Upwood & The Raveleys	406
Warboys	1,365
Waresley	129
Water Newton	42
Winwick	41
Wistow	216
Woodhurst	155

Woodwalton	83
Yaxley	2,809
Yelling	141
	56,939

13. CORPORATE POLICY ON DOCUMENT RETENTION AND RECORDS MANAGEMENT

Subject to an amendment to Section 2.2 to include reference to background documents, which need to be retained for 4 years, the Panel has approved a corporate policy on Document Retention and Records Management. Members have been informed that the amount of documentation held in various formats currently is being assessed and a further report has been requested on this subject.

With regard to the release of information on access to their own e-mails under the policy, Members have been assured that party political e-mails will be treated as confidential to the originators and recipients and explanatory information has been circulated on how e-mails are to be treated under the policy.

14. INTERNAL AUDIT SERVICE – INTERIM REPORT 2005/06

The Panel has been acquainted with progress by the Internal Audit service against the Audit Plan for 2005/06. As a result of the work carried out, the Audit Manager is of the view that the Council's systems continue to provide a limited level of assurance. Having discussed Executive Councillors' involvement in ensuring agreed actions are implemented, the Panel has reminded Directors and Heads of Service of the importance of complying with agreed actions on audit reports within the relevant timescales.

**15. WHISTLEBLOWING:
ANNUAL REVIEW OF POLICY AND PROCEDURE**

The Panel has been acquainted with the outcome of the annual review of the Whistle Blowing Policy, as a result of which no changes to the policy are considered necessary. Fourteen concerns were raised during the course of the year, 5 of which related to other organisations. The remaining 9 have been investigated fully which has led to consideration being given to criminal proceedings against two members of the public for possible benefit fraud.

16. REVIEW OF THE ANTI-FRAUD AND CORRUPTION STRATEGY

Having been acquainted with the outcome of a review of the Anti-Fraud and Corruption Strategy, the Panel has approved an amended strategy which now incorporates the Members' Planning and Licensing Codes of Good Practice and the Money Laundering Avoidance Policy.

C J Stephens
Chairman

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Appointments Panel

Report of the meeting held on 10th February 2006

Matter for Information

2. APPOINTMENT OF DIRECTOR OF COMMERCE & TECHNOLOGY

Having interviewed short-listed candidates for the post, the Panel has appointed Mr T Parker as Director of Commerce & Technology at a starting salary within the range for Local Grade 2.

L M Simpson
Chairman

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