

A meeting of the **CABINET** will be held in the **COUNCIL CHAMBER, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 6 APRIL 2006** at **11:30 AM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. MINUTES (Pages 1 - 4)

To approve as a correct record the Minutes of the meeting held on 16th March 2006.

**A Roberts
388009**

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 overleaf.

**3. LOCAL DEVELOPMENT SCHEME (4TH AMENDMENT) :
SUPPLEMENTARY PLANNING DOCUMENTS ON DEVELOPER
CONTRIBUTION TOWARDS AFFORDABLE HOUSING** (Pages 5 - 10)

To consider a report by the Planning Policy Manager proposing changes to the Local Development Scheme in respect of two Supplementary Planning Documents for Affordable Housing.

**R Probyn
388430**

4. MEDIUM TERM PLAN: REQUESTS FOR RELEASE OF FUNDS
(Pages 11 - 14)

By way of a report by the Head of Financial Services to consider requests for the release of funding for Medium Term Plan schemes.

**S Couper
388103**

**5. FINANCIAL STRATEGY, MEDIUM TERM PLAN 2007-2011 AND
BUDGET 2006/7** (Pages 15 - 16)

To consider a report by the Head of Administration outlining the deliberations of the Overview & Scrutiny Panel (Planning & Finance) following their discussions with the Executive Councillor for Finance.

**R Reeves
388003**

6. EXCLUSION OF THE PUBLIC

To resolve:-

that the public be excluded from the meeting because the business to be transacted contains information which relates to the business affairs of the authority.

7. DISTRICT COUNCIL HEADQUARTERS & OTHER ACCOMMODATION

(a) District Council Headquarters & Other Accommodation Members Advisory Group (Pages 17 - 22)

To receive a report of the meeting of the District Council Headquarters & other Office Accommodation Members' Advisory Group held on 27th March 2006.

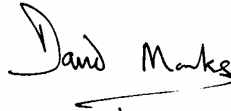
**A Roberts
388009**

(b) Headquarters & Other Accommodation Update & Release Of Funds (Pages 23 - 26)

To consider a report by the Head of Technical Services.

**R Preston
388340**

Dated this 29 day of March 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 Mrs C Bulman, Democratic Services Officer, Tel No. 01480 388234/e-mail Claire.Bulman@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 Cabinet.

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

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

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

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

Emergency Procedure

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

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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CABINET held in the Council Chamber, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Thursday, 16th March 2006.

PRESENT: Councillor I C Bates – Chairman.

Councillors Mrs J Chandler, N J Guyatt, A Hansard, D P Holley, Mrs P J Longford, T V Rogers and L M Simpson.

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

184. MINUTES

The Minutes of the meeting of the Cabinet held on 23rd February 2006 were approved as a correct record and signed by the Chairman.

185. MEMBERS' INTERESTS

Councillor N J Guyatt declared a personal interest in Minute No.191 as a Council Tax payer in Stibbington.

Councillor I C Bates declared a personal interest in Minute No.188 by virtue of his membership of Cambridgeshire County Council.

186. CORE STRATEGY DPD AND STATEMENT OF COMMUNITY INVOLVEMENT - SUBMISSION FOR CONSULTATION & REVISION TO THE LOCAL DEVELOPMENT SCHEME

Consideration was given to a report by the Planning Policy Manager (a copy of which is appended in the Minute Book) to which were attached responses to public consultations on the Core Strategy Development Plan Document, the Proposals Map and the Statement of Community Involvement. Having been reminded of the background to the Core Strategy, Executive Councillors were acquainted with three significant changes, which had been recommended as a result of the comments received: these related to affordable housing, biodiversity and water resources. Comment was made on the lack of consistency in guidance from Government on affordable housing and on the state of the water supply in the Eastern Region.

The Cabinet noted the outcomes on work on the Sustainability Appraisal and of consultation on the Statement of Community Involvement. The Core Strategy and Statement of Community Involvement were to be considered by full Council on 20th March 2006 and Executive Councillors noted progress with to preparation of the Local Development Scheme, the timetable for implementation and the likely impact of amendments which had begun to emerge and

those which could be anticipated in the future. Meanwhile and having been acquainted with the deliberations of the Development Control Panel and of the Overview and Scrutiny Panel (Planning and Finance) on the Core Strategy and the Statement of Community Involvement, it was

RESOLVED

that the Council be recommended to

- (a) approve the Core Strategy, the proposals map and the Statement of Community Involvement together with supporting documents for submission to the Secretary of State; and
- (b) approve the proposed amendments to the Local Development Scheme attached in Appendix D to the report now submitted for submission to the Secretary of State.

187. LOCAL TRANSPORT PLAN (LTP) 2006 -2011 AND CAMBRIDGESHIRE LONG TERM TRANSPORT STRATEGY

Consideration was given to a report by the Planning Policy Manager (a copy of which is appended in the Minute Book) which summarised proposed changes to the provisional Local Transport Plan following the receipt of feedback from Government and a breakdown of the provisional funding involved. Members' attention was drawn to the County Council's intention to defer a safety scheme at Elton and to the fact that the LTP included a Statement by the District Council. Executive Councillors also were informed of progress with a Long-Term Transport Strategy for the period 2006-2021 and with other scheme which were proposed to be funded outside the LTP.

The Cabinet was acquainted with an issue that had arisen from the LTP regarding the absence of a commitment to provide bus priority measures between Huntingdon and St Ives in time for the opening of the Guided Bus Scheme in 2008. Having noted that, since the publication of the report, the County Council now agreed to review its position in that regard, it was

RESOLVED

- (a) that, after consultation with the Executive Councillor with responsibility for Environment and Transport, the Director of Operational Services be authorised to approve any minor amendments to the full Local Transport Plan 2006-2011 and the District Statement prior to the formal submission of the full LTP to Government by 31st March 2006; and
- (b) that negotiations continue with the County Council over the next 12 months to secure the inclusion of Huntingdon - St Ives bus priority measures within the LTP Programme.

188. CAMBRIDGESHIRE & PETERBOROUGH MINERALS & WASTE PLAN: CONSULTATION ON ISSUES & OPTIONS ADDITIONAL SITES

Further to Minute No.05/41 and with the aid of a report by the Planning Policy Manager (a copy of which is appended in the Minute Book) the Cabinet was acquainted with proposals published by Cambridgeshire County Council and Peterborough City Council for Minerals and Waste Planning. Having been reminded of their earlier deliberations on the matter, the background to the proposals and the areas covered by the Issues and Options document, Executive Councillors discussed proposals for additional sites which had been identified subsequently. Whereupon, it was

RESOLVED

- (a) that, subject to further clarification of proposals for the Colne Fen Quarry at Earith and after consultation with the Executive Councillor for Planning Strategy, the Director of Operational Services be authorised to respond to Cambridgeshire County Council and Peterborough City Council along the lines set out in Section 4 and Appendix 1 to the report now submitted; and
- (b) that the District Council's response be copied to the Town and Parish Councils whose areas are likely to be affected by the proposals.

189. MEDIUM TERM PLAN: REQUESTS FOR RELEASE OF FUNDS

With the assistance of a report by the Head of Financial Services (a copy of which is appended in the Minute Book) the Cabinet

RESOLVED

that the relevant funding be released from the MTP for the schemes listed in Annex A to the report now submitted.

190. PERFORMANCE MONITORING

A report by the Head of Policy (a copy of which is appended in the Minute Book) which reviewed the Council's performance against targets within the Corporate Plan – "Growing Success" during the period 1st October – 31st December 2005 was received and noted.

191. REQUEST FOR A LOAN TO SIBSON-CUM-STIBBINGTON PARISH COUNCIL

By way of a report by the Head of Financial Services (a copy of which is appended in the Minute Book) the Cabinet considered a request by Sibson-cum-Stibbington Parish Council for a loan to cover a deficit in the current financial year. Having been acquainted with the background to the request and on the understanding that the Parish Council satisfied itself as to its powers to take the loan, it was

RESOLVED

that a loan of a maximum of £3,000 to Sibson-cum-Stibbington Parish Council during 2006/07 be approved on the terms set out in paragraph 2.3 of the report now submitted.

Chairman

CABINET

6th APRIL 2006

**LOCAL DEVELOPMENT SCHEME (4th AMENDMENT):
SUPPLEMENTARY PLANNING DOCUMENTS ON DEVELOPER
CONTRIBUTION TOWARDS AFFORDABLE HOUSING**

(Report by Planning Policy Manager)

1 INTRODUCTION

- 1.1 This report proposes changes to the Local Development Scheme (LDS) in respect of two Supplementary Planning Documents (SPDs) for Affordable Housing and seeks Cabinet's approval for the revised LDS to be submitted to GO-East for the Secretary of State.

2 THE CURRENT LOCAL DEVELOPMENT SCHEME

- 2.1 The Local Development Scheme (LDS) is a requirement of the Planning and Compulsory Purchase Act 2004. It sets out the range of statutory planning documents which the Council will produce under the new system. As well as informing the community and other stakeholders of what to expect, the LDS is designed to assist with project management.
- 2.2 At its meeting on 2nd February 2006 Cabinet approved changes to the LDS that replaces the proposed Planning Contributions DPD with two SPDs relating to: Developer Contributions towards Affordable Housing, and; Planning Contributions.

3 PROPOSED AMENDMENTS TO THE SCHEME

- 3.1 It was recognised when the first LDS was produced that regular reviews would be required because of the many factors that can affect the need and timetable for producing planning documents (the principal risks are listed at paragraph 5.4 of the LDS).
- 3.2 The current proposed amendments relate to the timing of the SPD relating to Developer Contributions Towards Affordable Housing. An update of the Housing Needs study has been produced but it is not in its final state. This has delayed the production of the SPD planned to go out for consultation in March 2006. The changes to the consultation period are reflected in the amended table found in Annex 1.
- 3.3 The Affordable Housing SPD is urgently needed to clarify and strengthen the Council's negotiating position with developers on a number of major sites which are currently coming forward. But it is equally important to ensure that the findings of the up dated Needs Study are incorporated within the SPD. This Document can come forward in advance of the policies that are being developed in the Core Strategy of the Local Development Framework which is not programmed to be adopted until March-April 2007.

- 3.4 This SPD will be very much an interim policy document and will need to be revised when the Core Strategy policies on Affordable Housing are adopted as the new Development Plan. At this time a Revised Developer Contributions to Affordable Housing SPD will need to be produced to give guidance on the new Core Strategy Policies, including the proposed reference within those policies for a cascade mechanism, and the second amendment to the LDS describing this document is also set out in Annex 1.

4 RECOMMENDATION

- 4.1 It is recommended that Cabinet agrees the proposed amendments to the Local Development Scheme attached in Annex 1 for submission to the Secretary of State.

Background Papers:

Report and minutes, Cabinet, (17 March 2005)

Huntingdonshire Local Development Scheme, (September 2005)

Amendments to the LDS (February 2006, March 2006)

Planning Policy Statement 12: Local Development Frameworks ODPM

CONTACT OFFICER - enquiries about this report to Richard Probyn, Planning Policy Manager on 01480 388430.

Proposed Changes to Hunts District Council LDS.

Page 6

Table 1 Production Programme

Insert new LDD as follows:

Document Title:

Developer Contributions Towards Affordable Housing SPD

Role and content:

Provides supplementary guidance on an interim basis on the Council's requirements for developer contributions on affordable and social housing in association with new development within the District.

Chain of conformity:

Consistent with "saved" Policies AH1-4 of the Huntingdonshire Local Plan Alteration 2002.

Participation on Preferred Options:

June 2006

Submission to Secretary of State:

Not required.

Adoption:

October 2006.

Insert new LDD as follows:

Document Title:

Revised Developer Contributions Towards Affordable Housing SPD

Role and content:

Provides supplementary guidance on requirements for developer contributions on affordable and social housing in association with new development within the District.

Chain of conformity:

To be consistent with Policies H6 and H7 of the Core Strategy of the Local Development Framework

Participation on Preferred Options:

July 2007

Submission to Secretary of State:

Not required.

Adoption:

December 2007.

DEVELOPER CONTRIBUTIONS TOWARDS AFFORDABLE HOUSING SPD

Overview	
Is this a Development Plan Document?	No
What is it for?	Provides supplementary guidance on an interim basis on the Council's requirements for developer contributions on affordable and social housing in association with new development within the District
What area will it cover?	All of Huntingdonshire
What documents will it conform with?	Consistent with "saved" Policies AH1-4 of the Huntingdonshire Local Plan Alteration 2002.
Is SEA required?	Yes

Proposed timetable	
Survey work commences	November 2005
Public participation on draft SPD	June 2006
Adoption	October 2006

How will it be produced?	
Organisational lead	Head of Planning Services/Executive Member for Planning Strategy
Who will produce the document?	The Development Plans Section of the District Council (some aspects advised by consultants)
Who will approve it?	The Council's Cabinet
How will the community be involved?	Opportunities to comment on the draft SPD in accordance with the basic requirements set out in the Regulations

Monitoring & review	
Document production and implementation (once adopted) to be reviewed annually, and reported in the Annual Monitoring report.	

REVISED DEVELOPER CONTRIBUTIONS TOWARDS AFFORDABLE HOUSING SPD

Overview	
Is this a Development Plan Document?	No
What is it for?	Provides supplementary guidance on the Council's requirements for developer contributions on affordable and social housing in association with new development within the District
What area will it cover?	All of Huntingdonshire
What documents will it conform with?	Consistent with Policies H6 and H7 of the Core Strategy of the Local Development Framework
Is SEA required?	Yes

Proposed timetable	
Survey work commences	March 2007
Public participation on draft SPD	July 2007
Adoption	December 2007

How will it be produced?	
Organisational lead	Head of Planning Services/Executive Member for Planning Strategy
Who will produce the document?	The Development Plans Section of the District Council (some aspects advised by consultants)
Who will approve it?	The Council's Cabinet
How will the community be involved?	Opportunities to comment on the draft SPD in accordance with the basic requirements set out in the Regulations

Monitoring & review	
Document production and implementation (once adopted) to be reviewed annually, and reported in the Annual Monitoring report.	

CABINET

6 APRIL 2006

MEDIUM TERM PLAN REQUESTS FOR RELEASE OF FUNDS

(Report by the Head of Financial Services)

1 PURPOSE

- 1.1 The purpose of this report is to allow Cabinet to decide whether to release funds for the MTP schemes detailed in the attached annexes.

2 BACKGROUND

- 2.1 The Council agreed in December 2005 *that, having regard to the implications for future spending and Council Tax levels, Directors review with appropriate Executive Councillors the need for schemes/projects included in the MTP but not yet started and that specific prior approval be sought and obtained from the Cabinet before such schemes/projects are implemented.*
- 2.2 Officers have identified the schemes that they wish Cabinet to consider releasing funding for and have discussed them with the relevant Executive Councillor.
- 2.3 Annex A summarises and the following Annexes detail these requests.

3. RECOMMENDATION

- 3.1 The Cabinet is recommended to release the funds shown in Annex A.

ACCESS TO INFORMATION ACT 1985

None

Contact Officer:

Steve Couper

Head of Financial Services ☎ 01480 388103

ANNEX A

	Net Revenue Impact (£'000)					Net Capital (£'000)						
	2005/ 2006	2006/ 2007	2007/ 2008	2008/ 2009	2009/ 2010	2010/ 2011	2005/ 2006	2006/ 2007	2007/ 2008	2008/ 2009	2009/ 2010	2010/ 2011
Annex B 324/B - Licensing Act 2003												
Total amount for which release now requested		-59	-37	-37	-37	-37						

324/B - Licensing Act 2003

Mr R Reeves

Financial Impact	Net Revenue Impact										Net Capital				
	2005/ 2006 £000	2006/ 2007 £000	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000	2010/ 2011 £000	2011/ 2012 £000	2011/ 2012 £000	2010/ 2011 £000	2009/ 2010 £000	2008/ 2009 £000	2007/ 2008 £000	2006/ 2007 £000	2005/ 2006 £000	
Approved Expenditure	31	53	53	53	53	53	53	53	53	53					
Approved Income	-73	-73	-73	-73	-73	-73	-73	-73	-73	-73					
Approved Budget (Net)	-42	-20	-20	-20	-20	-20	-20	-20	-20	-20					
Already released	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil					
Amount for which release now requested	-59	-37	-37	-37	-37	-37	-37	-37	-37	-37					

Justification for Release

At their meeting held on 24th November 2005, Cabinet approved the retention of 2 fixed term contract staff in the Licensing Section on a permanent basis as a result of the implementation of the Licensing Act 2003 and the Gambling Act 2005. A detailed report on the implications of the legislation and the additional workload that it had generated was submitted to Cabinet at that time. No changes have arisen subsequently to suggest that any variation is required to the expenditure that was approved at that time. However, income levels from licensing fees have been higher than anticipated when the bid was prepared and are forecast to be £17k higher than previously reported. Accordingly this release request is for £17k less than the amount in the MTP.

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CABINET

6TH APRIL 2006

**FINANCIAL STRATEGY, MEDIUM TERM PLAN 2007-2011 AND BUDGET
2006/7
(Report by the Head of Administration)**

1. PURPOSE

- 1.1 To report on the deliberations of the Overview and Scrutiny Panel (Planning and Finance), following discussion with the Executive Councillor for Finance on the Budget, Medium Term Plan (MTP) and Financial Strategy.

2. SUPPORTING INFORMATION

- 2.1 At the request of Members, Councillor T V Rogers attended the meeting of the Overview and Scrutiny Panel (Planning and Finance) on the 14th March 2006 to discuss the principles and procedures to be adopted in identifying potential savings in the Council's budget and to advise the Panel of the details of those savings which had been identified to date.

- 2.2 Councillor Rogers informed the Panel of those savings which already had been achieved and those measures which were anticipated to produce further savings during the course of the next two years, the result of which was that the targets for efficiency savings and reductions in expenditure contained in the Financial Strategy were likely to be met.

- 2.3 The Panel has welcomed the efforts being made to address the financial situation facing the Council, but is conscious of the need for further reductions in expenditure in the longer term. If those involve variations to the Budget or MTP, the Panel has acknowledged that changes will require Council approval which will provide the Panel with an opportunity to comment on any proposals. However the Panel is concerned that other changes may be made by Cabinet without an opportunity for scrutiny. By way of example, the Panel felt that any restructuring at Head of Service level or above which involved the deletion of posts from the establishment should be open to the scrutiny process.

- 3.2 The Panel has therefore expressed a wish to be consulted before any future reductions in expenditure or efficiency savings are approved by Cabinet or any senior posts deleted from the establishment.

4. CONCLUSION

the Cabinet is therefore requested to consult the Overview & Scrutiny Panel (Planning & Finance) on future reductions in expenditure required to meet the Council's Financial Strategy.

BACKGROUND PAPERS

Minutes of the Overview and Scrutiny Panel (Planning and Finance) held on the 14th March 2006

Contact Officer: Mrs C Bulman
Democratic Services Tel:(01480) 388234

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