

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, 20 FEBRUARY 2008** 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 Reverend David Busk, Vicar of Godmanchester 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 5th December 2007.

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. PARISH COUNCIL ORDERS (Pages 13 - 16)

Having regard to consider a report by the Head of Administration, the Chairman of the Elections Panel, Councillor D Harty to request the Council to vary parish council representation under the Local Government and Rating 1997.

4. FINANCIAL PLAN, MEDIUM TERM PLAN, 2008/09 BUDGET AND ASSOCIATED MATTERS (Pages 17 - 66)

The Council is requested to consider the Cabinet's recommendations on the Financial Plan, Medium Term Plan for 2009/13, the 2008/09 Budget, related Prudential Indicators and the Treasury Management Strategy (see also Item Nos. 61 and 62 of the Report of the meeting of the Cabinet) and in accordance with Section 30 (2) of the Local Government Finance Act 1992 draft resolutions as to the levels of Council Tax in 2008/09 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 Appendix B should be treated as provisional at this stage.)

5. REPORTS OF THE CABINET, PANELS AND COMMITTEES

- (a) Cabinet (Pages 67 - 94)
- (b) Standards Committee (Pages 95 - 96)
- (c) Overview and Scrutiny Panel (Service Delivery) (Pages 97 - 100)
- (d) Overview and Scrutiny Panel (Service Support) (Pages 101 - 104)
- (e) Overview and Scrutiny Panel (Corporate and Strategic Framework) (Pages 105 - 106)
- (f) Development Control Panel (Pages 107 - 108)
- (g) Corporate Governance Panel (Pages 109 - 112)

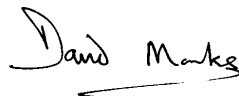
6. ORAL QUESTIONS

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

7. LOCAL GOVERNMENT ACT 1972: SECTION 85

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

Dated this 12th day of February 2008



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, their family or any person with whom they had a close association;*
 - (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 £25,000; 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).

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Agenda Item 1

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the COUNCIL held in the Burgess Hall, St Ivo Leisure Centre, Westwood Road, St Ives on Wednesday, 5 December 2007.

PRESENT: Councillor P A Swales – Chairman.

Councillors M G Baker, Mrs M Banerjee, I C Bates, J T Bell, Mrs B E Boddington, P L E Bucknell, E R Butler, Mrs K E Cooper, S J Criswell, P H Dakers, J W Davies, D B Dew, J J Dutton, R W J Eaton, R S Farrer, J D Fell, J E Garner, A N Gilbert, D A Giles, P M D Godfrey, Mrs C A Godley, J A Gray, A Hansard, D Harty, C R Hyams, Mrs P A Jordan, Ms S Kemp, L W McGuire, P G Mitchell, R Powell, D J Priestman, Mrs D C Reynolds, K Reynolds, T V Rogers, J M Sadler, T D Sanderson, L M Simpson, C J Stephens, G S E Thorpe, R G Tuplin, P R Ward, J S Watt and R J West.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors J D Ablewhite, K M Baker, P J Downes, I R Muir, M F Newman and P K Ursell.

IN ATTENDANCE: Mr D L Hall.

40. PRAYER

The Reverend E B Atling, Rural Dean of Huntingdon opened the meeting with Prayer.

41. CHAIRMAN'S ANNOUNCEMENT

The Chairman reminded Members that his Reception would be held at Hinchibrooke House on Friday 7th December 2007.

42. MINUTES

The Minutes of the meeting of the Council held on 26th September 2007 were approved as a correct record and signed by the Chairman.

43. MEMBERS' INTERESTS

Councillor R W J Eaton declared a personal interest in Minute No. 47 (a) Item Nos. 45 and 50 by virtue of his role as Adviser for the Huntingdonshire Citizens Advice Bureau and as a resident in St. Neots living in close proximity to the railway station respectively.

Councillor Mrs K E Cooper declared a personal interest in Minute No. 47 (a) Item No. 50 as a resident of St. Neots living in close proximity to the railway station.

44. DEVELOPMENT APPLICATION (0501658OUT) - ERECTION OF FOODSTORE, PETROL FILLING STATION, RESIDENTIAL DEVELOPMENT, COMMUNITY FACILITIES AND ASSOCIATED HIGHWAYS AND INFRASTRUCTURE WORKS, LAND AT THE CORNER OF STOCKING FEN ROAD AND ST MARY'S ROAD, RAMSEY

In conjunction with the Report of the Development Control Panel (Minute No. 47(f) refers), the Development Control Manager introduced a report by the Head of Planning Services (a copy of which is appended in the Minute Book) regarding an outline planning application for the erection of a foodstore, petrol filling station, residential development, community facilities and associated highways and infrastructure on land at the corner of Stocking Fen Road and St. Mary's Road, Ramsey.

Mr C Akhill, from the Development Plan Partnership, agent for the applicant, addressed the Council on the application. The Chairman of the Development Control Panel, Councillor P G Mitchell, drew attention to those issues which had led the Panel to indicate its support for the application and to recommend its approval. Principally these related to the impact the proposal would have in fulfilling the vision identified for the Ramsey Gateway Urban Development Framework and its intention to provide a mixed housing development, community facilities and employment opportunities.

Having confirmed that the applicant had consented to the provision of a community centre and road infrastructure prior to the opening of the foodstore or the occupation of any of the market dwellings, whichever was the sooner, it was moved by Councillor Mitchell, duly seconded and

RESOLVED

- (i) that, subject to conditions to be determined by the Head of Planning Services to include surface water drainage, no new adverse material considerations being raised to the scheme in respect of the impact of the development on the character and appearance of the Conservation Area and to the completion of an Agreement under Section 106 of the Town and Country Planning Act 1990, the application for the erection of a foodstore, petrol filling station, residential development, community facilities and associated highways and infrastructure works on land at the corner of Stocking Fen Road and St. Mary's Road, Ramsey be supported;
- (ii) that the Government Office for the Eastern Region be requested to consider whether they wish to call in the proposal; and
- (iii) that, in the event that the proposal is not called in by the Government Office, the application be approved and the Director of Operational Services authorised to advertise the application as a departure from the

45. PARISH ELECTORAL REVIEW IN HUNTINGDONSHIRE: FINAL RECOMMENDATIONS

By way of a report by the Head of Administration (a copy of which is appended in the Minute Book), Councillor D Harty, Chairman of the Elections Panel presented the outcome of an exercise to review the electoral arrangements in the parishes of Huntingdonshire which had commenced in December 2006. An additional paper containing proposed amendments to Annexes A and B of the report now submitted was circulated at the meeting (a copy of which also is appended in the Minute Book).

Councillor Harty added that since the last review in 1980, the population of the District had increased to around 160,000 and was forecast to grow to 163,700 by 2011. This growth had been taken into account in ensuring that parish arrangements continued to reflect local identities as communities had expanded. Councillor Harty also made reference to the Appendix and a summary of representations received from parishes including comments on a new scale of parish council representation. Having drawn the Council's attention to the draft recommendations to be made to the Secretary of State and to the Electoral Commission on the consequential electoral arrangements, Councillor Harty thanked Members and Officers for their contributions and support in undertaking the review.

Councillor M G Baker, expressed his appreciation to Councillor Harty and the Elections Panel for their attention to detail and willingness to receive the representations made by the parishes and, in particular, those in his ward.

In response to a question from Councillor Mrs B E Boddington, Councillor Harty explained that alterations to parish electoral arrangements and the grouping of parishes under a common parish council, provided there were no changes to a County or District ward boundary, could be dealt with reasonably quickly by Order. However, Orders to implement changes that affected upper tier council boundaries would have to be made by the Secretary of State on the recommendation of the Boundary Commission and this process might take some time. Further to a question from Councillor G S E Thorpe, Councillor Harty indicated that it was the intention of the Panel to consider the issue of multi-Councillor wards and the position of the towns in due course.

Regarding the proposed amalgamation of the parishes of Steeple Gidding and Hamerton to create a combined parish, Councillor Harty indicated his support for a suggestion from Councillor J E Garner that the new Parish should be entitled Hamerton and Steeple Gidding Parish Council.

The recommendations in paragraph 8.1 of the report having been moved and seconded, it was

RESOLVED

- (a) that the new scale of parish council representation as

outlined in paragraph 5.3 of the report now submitted be approved;

- (b) that the final recommendations for changes to parish electoral arrangements as detailed in Annex A (as amended by the paper circulated at the meeting) enabling the Council to implement these changes by Order at the next scheduled parish elections, be approved;
- (c) that the proposal to invite the parishes of Buckden and Diddington to group under a common Parish Council be supported; and
- (d) that the final recommendations for changes to parish boundaries and electoral arrangements as detailed at Annex B (as amended by the paper circulated at the meeting) be approved for submission to the Secretary of State and the Electoral Commission.

46. LICENSING ACT 2003: STATEMENT OF LICENSING POLICY

By way of a report by the Head of Administration (a copy of which is appended in the Minute Book), the Chairman of the Licensing Committee, Councillor J M Sadler, explained that under the Licensing Act 2003, the Council was required to review its Statement of Licensing Policy after a period of three years' operation and to approve the content of a new statement to take effect from 7th January 2008.

Councillor Sadler drew attention to the alterations which had been made to the existing statement to reflect legislative change and the content of Government guidance since the adoption of the last statement in January 2005. Having given the Council an account of the additional workload generated for the Licensing Committee by the new Act since 2005 and having suggested that the arrangements put in place had dealt well with the various issues raised, Councillor Sadler thanked Members and Officers involved in the licensing function for their commitment and support. Whereupon, it was moved by Councillor Sadler, duly seconded and

RESOLVED

that the Statement of Licensing Policy as appended to the report now submitted be approved.

47. REPORTS OF THE CABINET, COMMITTEES AND PANELS

(a) Cabinet

Councillor I C Bates, Leader and Chairman of the Cabinet presented the Report of the meetings of the Cabinet held on 4th and 18th October and 22nd November 2007.

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In connection with Item No. 38, the Executive Councillor for

Finance, Councillor T V Rogers referred to the uncertainty which continued to under-pin the preparation of the draft 2008/09 budget. Councillor Rogers added that whilst information regarding the level of Revenue Support Grant to be awarded to the Council had not yet been received, it had been decided that additional funding for concessionary fares would be provided by a specific grant from April 2008 for a period of not less than three years. Although there was not yet any indication of the Government's attitude to capping, Councillor Rogers envisaged a Council Tax increase of less than 5% if the Council were to avoid the likelihood of capping.

The Council's attention also was drawn to the proposed draft budget for 2008/09 and the risks and opportunities which might need to be addressed in the Medium Term Plan in the forthcoming financial year. Councillor Rogers concluded his address by commending the recommendations of the Cabinet on the draft budget and MTP 2008 – 2013 to the Council.

On the same subject and in response to a question from Councillor Mrs M Banerjee, Councillor Rogers confirmed that it was unlikely that Council Tax would be increased above 4.99% should a capping regime be imposed by the Government and that the Council would continue to search for alternative ways of funding to meet their budgetary requirements.

On the same subject and in response to a question from Councillor J A Gray commending the budgetary analysis work undertaken by the Cabinet in the preparation of the budget, the Leader, Councillor Bates, acknowledged the questioner's support and reminded Members that the Council set one of the lowest council tax levels in the country and it received a low grant settlement from central government at a time when the Authority still was expected to deliver new housing without any essential improvements in local infrastructure. Councillor Bates suggested that all Councils in Cambridgeshire should make a case jointly to central government for an increase in revenue support grant. Whereupon, having been moved and seconded and put to the vote the recommendations contained in Item No. 38 (a) – (d) were declared to be CARRIED.

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In connection with Item No. 39, it was noted that the recommendation had been considered previously under Minute No. 46 ante.

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In connection with Item No. 50 and in response to questions from Councillors R W J Eaton and M G Baker, the Leader, Councillor Bates, noted the availability of survey work undertaken in St. Neots which had indicated a preference for restricted parking in Longsands Road and had indicated that

some 80% of respondees would prefer to travel by bus. He added that the former depot at Godmanchester had been opened for car parking and would provide an additional 200 spaces which should be sufficient to respond to the needs of visitors/shoppers to Huntingdon.

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In connection with Item No. 56 and in response to a question from Councillor Mrs P A Jordan regarding the proposed skate park at Stukeley Meadows, the Leader, Councillor Bates, paid tribute to the work undertaken by Councillor J M Sadler in response to concerns originally expressed by Huntingdon Town Council which had enabled the scheme to proceed.

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Whereupon, it was

RESOLVED

that, subject to the foregoing paragraphs, the Report of the meetings of the Cabinet held on 4th and 18th October and 22nd November 2007 be received and adopted.

(b) Standards Committee

Mr D L Hall presented the Report of the meeting of the Standards Committee held on 23rd October 2007.

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Whereupon, it was

RESOLVED

that the Report of the meeting of the Standards Committee held on 23rd October 2007 be received and adopted.

(c) Overview and Scrutiny Panel (Corporate and Strategic Framework)

Councillor S J Criswell presented the Report of the meetings of the Overview and Scrutiny Panel (Corporate and Strategic Framework) held on 2nd October and 13th November 2007.

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Whereupon, it was

RESOLVED

that the Report of the meeting of the Overview and Scrutiny Panel (Corporate and Strategic Framework) held on 2nd October and 13th

November 2007 be received and adopted.

(d) Overview and Scrutiny Panel (Service Delivery)

Councillor S J Criswell presented the Report of the meetings of the Overview and Scrutiny Panel (Service Delivery) held on 2nd October and 6th November 2007.

.....

In connection with Item No. 17 (b) and in response to a question from Councillor G S E Thorpe, Councillor Criswell anticipated that the recommendations of the State of the District Consultation Working Group would be considered by the Panel early in the New Year.

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Whereupon, it was

RESOLVED

that the Report of the meetings of the Overview and Scrutiny Panel (Service Delivery) held on 2nd October and 6th November 2007 be received and adopted.

(e) Overview and Scrutiny Panel (Service Support)

Councillor J A Gray presented the Report of the meetings of the Overview and Scrutiny Panel (Service Support) held on 9th October and 13th November 2007.

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In connection with Item No. 20 and in response to a question from Councillor M G Baker raising the possibility of a park and ride terminal at Hartford Roundabout to prevent cars entering Huntingdon from locations such as St. Ives, Ramsey and Warboys, the Leader, Councillor Bates confirmed that this initiative had been under consideration for some time. Councillor Gray added that such a venture would require considerable funding and that this proposal and others highlighted by the Panel had been referred to the Members Car Parking Strategy Working Group for further consideration.

On the same subject and in response to a question from Councillor D A Giles, Councillor Gray confirmed that the Panel had questioned whether it was equitable to impose charges for parking at the Riverside Car Park in Huntingdon but not in St. Neots and had asked the Working Party to reconsider this issue bearing in mind the fact that both car parks were used by visitors to riverside parks themselves..

.....

In connection with Item No. 24 and in response to a question

from Councillor M G Baker, Councillor Gray concurred with the questioner's view that it was vital for the Call Centre and Customer Services Centre to be advised, in advance, of major changes to Council services or service initiatives to enable Officers in those offices to respond appropriately to enquiries from the public.

.....

In connection with Item No. 26 and in response to a question from Councillor A N Gilbert regarding the accuracy of the data upon which the exercise to update the housing needs assessment would be based, Councillor Gray indicated that he looked forward to the submission of the final housing needs assessment to the Panel when it became available.

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Whereupon, it was

RESOLVED

that the Report of the meetings of the Overview and Scrutiny Panel (Service Support) held on 9th October and 13th November 2007 be received and adopted.

(f) Development Control Panel

Councillor P G Mitchell presented the Report of the meetings of the Development Control Panel held on 15th October, 19th and 26th November 2007.

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In connection with Item No. 11, it was noted that the recommendations had been considered previously under Minute No. 44 ante.

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Whereupon, it was

RESOLVED

that, subject to the foregoing paragraphs, the Report of the meetings of the Development Control Panel held on 15th October, 19th and 26th November 2007 be received and adopted.

(g) Employment Panel

Councillor K Reynolds presented the Report of the meetings of the Employment Panel held on 2nd October and 20th November 2007.

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In connection with Item No. 6, Councillor Reynolds announced that the interviews of candidates for the post of Head of Technical Services would take place on 6th December 2007. On the same subject and upon being put to the vote, the recommendation contained in the Item was declared to be CARRIED.

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Whereupon, it was

RESOLVED

that the Report of the meetings of the Employment Panel held on 2nd October and 20th November 2007 be received and adopted.

(h) Licensing and Protection Panel

Councillor J M Sadler presented the Report of the meeting of the Licensing and Protection Panel held on 23rd October 2007.

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Whereupon, it was

RESOLVED

that the Report of the meeting of the Licensing and Protection Panel held on 23rd October 2007 be received and noted.

(i) Licensing Committee

Councillor J M Sadler presented the Report of the meeting of the Licensing Committee held on 23rd October 2007.

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Whereupon, it was

RESOLVED

that the Report of the meeting of the Licensing Committee held on 23rd October 2007 be received and adopted.

(j) Corporate Governance Panel

Councillor C J Stephens presented the Report of the meeting of the Corporate Governance Panel held on 25th September 2007.

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In connection with Item No. 7, the Executive Councillor for Finance, Councillor T V Rogers announced that a handbook

on risk management would be distributed shortly to Members. It was confirmed by Councillor Stephens that Members of the Panel also would be undertaking training on risk management awareness.

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Whereupon, it was

RESOLVED

that the Report of the meeting of the Corporate Governance Panel held on 25th September 2007 be received and adopted.

(k) Elections Panel

Councillor D Harty presented the Report of the meeting of the Elections Panel held on 20th November 2007.

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In connection with Item No.1 it was noted that the recommendations contained in the Item had been considered previously under Minute No. 45 ante.

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In connection with Item No. 2 and in response to a question from Councillor D A Giles, Councillor Harty confirmed that the Panel had considered, in detail, the requirements of St. Neots (Eaton Socon) as part of the Polling Districts and Polling Places Review but he reiterated that the subject would be reconsidered in the light of any change in local circumstances.

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Whereupon, it was

RESOLVED

that, subject to the foregoing paragraphs, the Report of the meeting of the Elections Panel held on 20th November 2007 be received and adopted.

48. ORAL QUESTIONS

In accordance with the Council's Procedure Rules (paragraph 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 M G Baker to the Executive Councillor for Operations, Parks and Countryside, Councillor C R Hyams

In response to a question requesting that further consideration be given to the methodology for identifying properties occupied by the

frail, elderly and vulnerable when collecting their refuse, to prevent as far as possible incidents of distraction burglary, Councillor Hyams acknowledged the comments made and undertook to discuss the issue with the Head of Operations and to respond to the questioner accordingly.

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Question from Councillor T D Sanderson to the Executive Councillor for Operations, Parks and Countryside, Councillor C R Hyams

In response to a question regarding the possibility of updating children's play equipment at Garner Court and Sapley Road, Huntingdon and at Hinchingsbrooke Country Park using funds received via the Section 106 Agreement for the Saxongate Development, Councillor Hyams replied that he would shortly be attending a meeting on Section 106 Agreements at which the distribution of funds would be discussed and how this could be progressed in the future. He indicated he would respond to the questioner in writing on the specific issues raised.

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Question from Councillor G S E Thorpe to the Leader, Councillor I C Bates

In response to a question regarding the use of the Burgess Hall, St. Ives for the Council meeting, the Leader, Councillor Bates, indicated that he would be pleased to consider holding a Council meeting in St. Neots provided he was confident that any facilities available were sufficiently adequate to host such a meeting.

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Question from Councillor Mrs M Banerjee to the Leader, Councillor I C Bates

In response to a question regarding the procedure used by the District Council for transferring housing/council tax benefit data to other agencies, the Leader, Councillor Bates, assured the Council that arrangements were in place to prevent the occurrence of the circumstances that had affected the Department of Wages and Pensions nationally.

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Question from Councillor R J West to the Executive Councillor for Operations, Parks and Countryside, Councillor C R Hyams

In response to a question regarding recycling targets, Councillor Hyams indicated that he was pleased to be able to report that the Council currently was recycling 51.7% of household waste collected and that whilst this was an outstanding achievement he hoped to see a further improvement in the future.

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Question from Councillor D A Giles to the Leader, Councillor I C Bates

In response to a question regarding a consultation event being held by St. Neots Town Council on 8th September 2007 seeking ideas and suggestions for the future development of the Priory Quarter in St. Neots, Councillor Bates acknowledged that whilst County and District Councillors had been invited, their attendance was entirely a matter for each individual Councillor. Councillor Bates added that he felt confident that those involved in the project would work with St. Neots Town Council in compliance with the District Council's Code of Conduct.

49. 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.

50. MEMBERSHIP OF CABINET, COMMITTEES AND PANELS

RESOLVED

- (a) that Councillor R W D Bailey be appointed to the Overview and Scrutiny Panel (Service Delivery) in place of Councillor D Harty and to the Overview and Scrutiny Panel (Corporate and Strategic Framework) in place of Councillor D B Dew;
- (b) that Councillor D Harty be appointed to the Overview and Scrutiny Panel (Service Support) in place of Councillor R W D Bailey; and
- (c) that Councillor D B Dew be no longer a Member of the Overview and Scrutiny Panel (Corporate and Strategic Framework).

The meeting concluded at 4.45 pm.

Chairman

Parish Council Orders

Report by the Head of Administration

1. INTRODUCTION

- 1.1 Under the Local Government and Rating Act 1997, the District Council has a duty to ensure that parishes continue to reflect local communities and that the related electoral arrangements secure effective and convenient local government. The District Council has recently concluded its review of parish arrangements in Huntingdonshire and as a result approved a new scale of parish council representation which recommends levels of representation in relation to electorate size.

2. CHANGES TO PARISH ELECTORATE ARRANGEMENTS

- 2.1 Recommendations for changes to parish electorate arrangements were approved by the Council at their meeting held on 5th December 2007. This has resulted in a change in the council size of certain parishes and it is necessary for Orders to be made to implement these changes. Under the Council's Constitution, the making of an Order under the Act is reserved to the Council.
- 2.2 The new scale of parish council representation was devised to reflect the growth in the size of communities in Huntingdonshire as the previous scale had been in existence since 1974 without change. The changes to council size also reflect the problems encountered by smaller parishes from time to time in attracting sufficient candidates for election when they have had to resort to co-option to fill their full complement of members. The increase in council size of some of the larger parishes is as a result of a significant growth in population over the years and the parish councils affected have supported the proposals.
- 2.3 From a practical prospective and to help defray the cost, it is preferable if the election for the additional seats or reduction of seats on the parish councils could coincide with the next scheduled parish elections.

3. OFFORD CLUNY AND OFFORD D'ARCY PARISH COUNCILS

- 3.1 As part of the of the parish review, the parishes of Offord Cluny and Offord D'Arcy have requested to be amalgamated and operate with a single parish council. Offord Cluny and Offord D'Arcy currently have separate parish councils but are served by the same parish clerk. The Offords already view themselves as one community and mostly all of the village organisations reflect this.

- 3.2 Although the Council approved this recommendation for amalgamation, it remains subject to determination by the Secretary of State. As both parishes are keen to formalise these arrangements at the earliest opportunity, as a temporary expedient an Order can be made under the Act to group the parishes of Offord Cluny and Offord D'Arcy under a common parish council.

4. CONCLUSION

- 4.1 As a result of a review of parish arrangements and approval of a new scale of parish council representation, the Council are therefore

RECOMMENDED

to make Orders under the relevant legislation to –

- (a) decrease the membership of Catworth Parish from 9 to 7 councillors with effect from 5th May 2011;**
- (b) decrease the membership of Tilbrook Parish Council from 7 to 5 councillors with effect from 5th May 2011;**
- (c) increase the membership of Godmanchester Town Council from 15 to 17 councillors with effect from 1st May 2008;**
- (d) decrease the membership of Holme Parish Council from 9 to 7 councillors with effect from 5th May 2011;**
- (e) decrease the membership of Upwood and The Raveleys Parish Council from 11 to 9 councillors with effect from 5th May 2011;**
- (f) decrease the membership of Elton Parish Council from 11 to 9 councillors with effect from 6th May 2010;**
- (g) increase the membership of Yaxley Parish Council from 13 to 17 councillors with effect from 5th May 2011;**
- (h) decrease the membership of Great and Little Gidding Parish Council from 8 to 7 councillors with effect from 1st May 2008;**
- (i) decrease the membership of Great Staughton Parish Council from 11 to 9 councillors with effect from 5th May 2011; and**
- (j) group the parishes of Offord Cluny and Offord D'Arcy under the common parish council of Offord Cluny and Offord D'Arcy Parish Council consisting of 11 councillors with effect from 1st May 2008.**

BACKGROUND PAPERS

Correspondence on file F&GP/E/4 held in the office of the Head of Administration

Local Government and Rating Act 1997

Minutes and Report of the meeting of the Council – 5th December 2007

Contact Officer: Lisa Jablonska, Central Services Manager
☎ 01480 388004

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Financial Plan, Medium Term Plan, 2008/09 Budget and Associated Matters

Report by the Head of Financial Services

1. PURPOSE

- 1.1 The purpose of this report is to allow Council to consider and decide upon the recommendations made by Cabinet in relation to the Financial Plan, the MTP, the 2008/09 budget and associated matters together with the formal determination of the Council Tax.

2. BACKGROUND

- 2.1 On 31 January the Cabinet discussed a report on the Financial Plan, the MTP and the 2008/09 budget. They took into account the comments from the Overview and Scrutiny Panel (Corporate and Strategic Framework) meeting which took place on the 29 January (Item No. 8 of their Report refers) and the consultation meeting with members of the local business community held on 30 January.
- 2.2 Their main proposal was for the Director of Commerce and Technology to discuss with the Executive Councillor for Finance the potential to reduce or remove the General Contingency of £144k from the budget as it had not been used for a number of years and sufficient revenue reserves are available to fund any unavoidable items. Following that discussion it was decided to support the removal of the contingency which reduces the need for future spending adjustments.
- 2.3 The report attached as Appendix A provides the same information Cabinet considered but has been updated for the proposed deletion of the contingency and their wording amendments.
- 2.4 The Cabinet also considered an associated report on the Council's Treasury Management Strategy and Prudential Indicators which can be found on pages 73 to 86. The Cabinet supported this report without change. (Item No. 62 of their Report refers.)
- 2.5 In the light of Cabinet's recommendation on the increase in the Council Tax level for 2008/09 of £5.48 per year, or just 11p per week, the formal resolution with related calculations is attached as Appendix B to this report (pages 61 to 66). It should be noted that when this report was prepared not all of the Council Tax levels for other bodies had been formally determined. Therefore the tables are based on expected levels and, if these figures are changed, replacement tables will be circulated.

3. DECISIONS

3.1 The Cabinets recommendations on the two reports can be found on pages 67 and 68. In the light of these recommendations the Council is invited to:

- ◆ approve the proposed Budget, MTP and Financial Plan with the contingency excluded;
- ◆ approve the Treasury Management Strategy and Prudential Indicators; and
- ◆ approve the Band D Council Tax of £115.39 for 2008/09 and the formal resolutions shown in Appendix B.

ACCESS TO INFORMATION ACT 1985

Working Papers - Files in Financial Services

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CABINET REPORT 31 JANUARY 2008
(UPDATED FOR CABINET AMENDMENTS)

FINANCIAL STRATEGY, MEDIUM TERM PLAN 2009 - 2013
AND BUDGET 2008/09
(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 20 February in relation to the Council's Budget and Council Tax for 2008/09, Medium Term Plan for 2009/13 and associated matters.

2 BACKGROUND

- 2.1 This year's process started with consideration of a financial strategy by Overview & Scrutiny, Cabinet and Council in September which highlighted the major uncertainty created by the Government's decision to announce grant settlements for three years at a time. In one sense the change to 3 year settlements is beneficial because of the added certainty during the three year period but it also leads to significant volatility every 3 years when changes to the formula are considered. This year's consultation included proposals which could have led to a £500k per year reduction in the Council's grant.
- 2.2 This was followed by the draft MTP and Budget report, again considered by Overview & Scrutiny and Cabinet before being considered by Council on the 5 December. The major uncertainty on grant remained because the draft settlement was not announced until 6 December. Council made the following resolutions:
- (a) that the implications of receiving a low level of revenue support grant in terms of future Council Tax increases be noted and that Officers be requested to report to a future meeting on other options which would involve increases of between 4.99% and 7.5%
 - (b) that a policy of limiting increases in the budget requirement to 4.99% be supported but Officers be invited to consider models requiring a lower requirement approximately to circa 4%;
 - (c) that the content of the draft Medium Term Financial Plan, appended to the report submitted, be approved to assist in the production of the budget for 2008/09, revised Medium Term Plan for 2009/2013 and the financial plan to 2018/2019; and
 - (d) that officers be requested to critically review all budgets and Medium Term Plan schemes (revenue and capital).

3 PROPOSED CHANGES TO THE DRAFT PLAN

- 3.1 The following adjustments have been made to figures reported in December.

3.2 Revenue Support Grant

The Council has received the proposed grant settlement for 2008/09, 2009/10 and 2010/11. Whilst it is better than feared, due to the Government using revised, higher, population figures and not removing the area cost adjustment, the LGA consider it to be the worst settlement for a decade. Any advantage from the population revision is also minimised by a major deduction to protect those Councils who are receiving more than the Government consider appropriate. The table below summarises the position:

Government Support	2007/08	2008/09	2009/10	2010/11
	£000	£000	£000	£000
Assumption in approved MTP Provisional settlement		12,162	12,684	13,033
True Grant	12,014	12,961	13,162	13,358
Withheld to protect other authorities	-364	-804	-589	-418
Receivable	11,650	12,157	12,572	12,939
Shortfall from MTP assumption		5	111	93

3.3 The Government's figures show the Council will be the 3rd most under-funded, in cash terms, District Council in England. Next year's deduction will be £804k or 6.2% and is the equivalent of increasing Council Tax by almost £14 or 12.7%.

3.4 Although we now have certainty for the next three years (subject to the final settlement in January which has not historically resulted in significant change) the position for 2011/12 onwards is difficult to estimate given the likelihood of formula changes. For the purpose of the forecast it has been assumed that increases will be 3.5% per year, thereafter based on a 2.5% for inflation and 1.0% for population increase.

3.5 Unless the final announcement results in a material change it will be covered by adjusting the use of revenue reserves.

3.6 Interest Rates

The December report was based on investment rates of 5.5% in 2008/09, 5.25% in 2009/10 and 5% thereafter while long term borrowing to finance the capital programme was assumed at 4.6%. In the light of current fixed investments and recent international liquidity problems it has been necessary to revise investment rates to 5.7% in 2008/09, 5.0% in 2009/10 and 4.75% thereafter and borrowing rates to 4.5%.

3.7 The **taxbase** has been marginally increased from 57,721 to 57,785 in 2008/09 together with a small extra growth increase in subsequent years. This results in a slight increase in income for a given level of Council Tax.

3.8 The position on the **Collection Fund** has now been forecast for the current year and will result in a small deficit (£28k) next year.

3.9 Council requested that officers critically review all budgets and Medium Term Plan schemes (revenue and capital). This is an ongoing exercise which has already commenced but will take some time to conclude. This review will form part of the search for spending adjustments which is dealt with later in this report. In order to streamline the process whilst preventing any MTP schemes with obvious potential for adjustment going ahead a list of schemes that require COMT or Cabinet approval before being committed are attached as Annex A. It is proposed that any scheme not covered by the annex be allowed to commence once the budget for next year is formally approved by Council.

3.10 Any remaining variations are shown in Annex E2.

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

Whilst the grant allocation for **Concessionary Fares** is towards the top end of the consultation range it is still assumed that there will be no surplus as the actual cost cannot be forecast until some way into the new financial year.

4 STRATEGY OPTIONS

4.1 Huntingdonshire's Council Tax is one of the lowest in England and public surveys indicated that many local people consider that increases in Council Tax are preferable to service reductions. The current approved plan (February 2007) was therefore based on increasing Council Tax by between 5.7% and 8.2% over the next ten years, which would still not have exceeded the national average. The increase for 2008/09 was planned to be 5.7% but Council, at its December meeting, requested alternative financial strategies to be exemplified in this report. The table below shows three options compared with the figures shown in the December report:

	2008/ 2009	2009/ 2010	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	2017/ 2018	2018/ 2019
December Report based on an annual increase in Budget Requirement of 4.99%											
Increase in Budget Requirement	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%
Increase in Council Tax	5.7%	5.7%	8.4%	8.2%	8.0%	7.8%	7.6%	7.5%	7.3%	7.2%	7.1%
Income from Council Tax £'000	6,704	7,124	7,763	8,442	9,163	9,928	10,741	11,602	12,516	13,484	14,510
January Report based on an annual increase in Budget Requirement of 4.99% - OPTION A											
Increase in Budget Requirement	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%
Increase in Council Tax	6.0%	6.8%	7.9%	6.8%	6.7%	6.6%	6.5%	6.5%	6.4%	6.3%	6.3%
Income from Council Tax £'000	6,733	7,236	7,857	8,442	9,063	9,722	10,420	11,162	11,948	12,781	13,664
January Report based on an annual increase in Council Tax of 4.99% - OPTION B											
Increase in Budget Requirement	4.6%	4.4%	3.9%	4.3%	4.3%	4.3%	4.3%	4.3%	4.3%	4.3%	4.3%
Increase in Council Tax	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%
Income from Council Tax £'000	6,668	7,043	7,439	7,857	8,298	8,765	9,257	9,777	10,327	10,907	11,520
January Report based on an annual increase in Budget Requirement of 4% - OPTION C											
Increase in Budget Requirement	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%
Increase in Council Tax	3.2%	4.1%	5.3%	4.3%	4.3%	4.2%	4.2%	4.2%	4.2%	4.2%	4.2%
Income from Council Tax £'000	6,555	6,864	7,274	7,629	8,002	8,391	8,798	9,224	9,670	10,136	10,624

- 4.2 This section considers the position regarding capping so that Cabinet can recommend an appropriate strategy to Council.
- 4.3 John Healey, the Minister for Local Government, wrote to Council leaders on 17 December with the following comments on capping:

“The Government expects the average council tax increase in England to be substantially below 5% in 2008/09. I made it clear to the House that we will not hesitate to use our capping powers as necessary to protect council taxpayers from excessive increases. This applies to all authorities - including police and fire authorities.

No decisions have been taken on capping principles for 2008/09. It would, however, be unwise for any authority to assume that capping principles set in previous years will be repeated. We intend to take decisions on principles after authorities have set their budgets, but we are prepared to announce the principles in advance if the circumstances suggest this is necessary.

The onus now is on all authorities to demonstrate leadership and to deliver top quality, efficient services for their citizens. Authorities should be capable of innovating, managing change and improving efficiency without having a disproportionate impact on their council taxpayers.

As I said in the House, this is a tight settlement but a fair and affordable one. It delivers the certainty, flexibility, equity and stability that local government told us it wanted. With the additional funding, efficiency gains and flexibilities we have provided local government, there can be no excuse for excessive council tax increases.

In previous years Ministers have written a reminder about the risks of capping to individual authorities which, on the basis of public information, appear to be heading for high council tax increases. I do not intend to do that this year. The decisions are yours and the Government has set out very clearly the context in which you must make those decisions.”

- 4.4 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.
- 4.5 Whilst there was no capping in 2007/08 the figures used in 2005/06 and 2006/07 capping were as follows:

	Increase in budget requirement of	AND	Increase in Council Tax of
2005/06	6%		5.5%
2006/07	6%		5%
2007/08	No Authorities capped		

- 4.6 In both years with capping there were standard criteria for all authorities although the regulations allow the Government to set different criteria for different classes of authorities.
- 4.7 In 2004/05 14 Councils were capped, in 2005/06 this fell to 9 Councils and in 2006/07 two Councils (York and Medway) were **designated** i.e. they were not actually capped but were told that for 2007/08 any capping decision would be based on the figures for 2006/07 as if they had been capped.
- 4.8 The fact that whilst the increase in Council Tax fell the increase in budget requirement stayed at 6% is particularly relevant as the Council's Financial Strategy has been based around the increase in budget requirement before capping applies not falling below 5%.
- 4.9 Huntingdonshire's Council Tax this year (£109.91) compares to that of other Districts as follows. It is:
- in the lowest 8% of Council Tax levels for all Shire Districts in England. Range £62 to £290, average £155.
 - 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.*
- 4.10 Obviously there will always be some risk linked to increases in Council Tax and/or Budget Requirement that are above the norm – experience has shown that the Government only caps those authorities clearly above the norm. The key figures from the options above relating to 2008/09 are as follows:

OPTION	2008/2009	
	Increase in Budget Requirement	Increase in Council Tax
A	4.99%	6.0%
B	4.6%	4.99%
C	4.00%	3.2%

- 4.11 The Chief Officers' Management Team considers that Option B gives the best balance between minimising the level of spending adjustments required and avoiding capping next year. The tables in the remainder of this report are therefore based on Option B.
- 4.12 **The intentions of other authorities, on a national basis, needs to be kept under review as this may change the level of risk related to particular levels of Council Tax increase.**

5. SPENDING ADJUSTMENTS

5.1 The table below shows the position on spending adjustments based on Option B

SPENDING ADJUSTMENTS	FORECAST	BUDGET	MTP			
	2007/08 £000	2008/09 £000	2009/10 £000	2010/11 £000	2011/12 £000	2012/13 £000
TARGETS						
Last Year's Target (net of items previously identified)	137	643	1,369	2,195	2,809	3,579
Additional Adjustments Identified in December	0	0	0	0	0	1,492
Additional Adjustments to allow designated MTP schemes	0	152	189	148	142	137
Additional Adjustments January Cabinet	0	1	-186	-13	-313	60
Adjustment re Contingency removal				-44	-94	148
LESS						
<i>Now identified</i>						
<i>Budget reductions</i>		-206	-94	-106	-64	-64
<i>Additional Grants (e.g. Housing & Planning Delivery)</i>		-250	-250	-250	-250	-250
<i>Leisure Centres</i>		-160	-750	-900	-900	-900
<i>Removal of General Contingency</i>		-144	-144	-144	-144	-144
<i>Assumed level of general underspendings</i>	-1,248	-34	-6			
Provisional Shortfall (+) or Surplus (-)	-1,111	0	+500	+1,000	+2,000	+3,642

Figures for subsequent years are shown in Annex B

5.2 The following actions are underway to identify how these adjustments will be achieved, particularly to identify the requirement for 2008/09:

- Existing budgets have been reviewed in the light of historic underspendings to determine whether further spending proposals can be met from existing resources. This has identified £206k of adjustments for 2008/09.
- New and potential sources of income, including Government specific grants, will continue to be investigated to ensure opportunities for funding existing spending plans or enhancing services at no additional cost are maximised. It is estimated that this will generate at least £250k per year.
- A way to provide leisure centres in a more efficient way is being investigated.
- In the medium and longer term efficiencies may be introduced by considering our range of activities and whether there are smarter ways of addressing social issues. No specific targets have been set for this exercise but it is anticipated that such an exercise will contribute towards the savings required in future years.

6. 2008/09 BUDGET

6.1 As far as next year's budget is concerned the table below shows the breakdown and funding of the revenue and capital budgets for which approval is required. Annexes C and D gives further details of next years revenue and capital budgets respectively whilst Annex E gives the summary over the Forecast period and Annex F shows the consolidated MTP.

REVENUE BUDGET	2007/08	2007/08	2008/09
	Original Budget**	Forecast	Budget
	£000	£000	£000
Service Spending			
Environmental Services	8,384	8,140	8,830
Planning	2,704	2,008	2,615
Community Services	7,179	7,251	7,360
Community Safety	924	943	1,014
Housing Services	5,893	4,430	5,749
Highways and Transportation	2,103	1,824	1,764
Corporate Services	4,929	4,776	5,167
Other Expenditure			
Contingencies	-686	32	-1,061
Other Expenditure (mainly reversal of Capital Charges)	-9,308	-7,649	-8,854
Investment Interest	-2,587	-2,768	-2,162
LABGI		-700	
Council Total	19,534	18,286	20,420
Funding			
Government Support (RSG & NNDR)	-11,650	-11,650	-12,157
Collection Fund Deficit	-7	-7	28
Council Tax	-6,313	-6,313	-6,668
Deficit – from Reserves	-1,565	-317	-1,622
	-19,534	-18,286	-20,420

** Where service elements have moved between the above headings since the 2007/08 budget was approved the budget has been restated to reflect this.

CAPITAL SPENDING	2007/08 Forecast			2008/09 Budget		
	Net £000	Con't ^① £000	Gross £000	Net £000	Con't ^① £000	Gross £000
Refuse and Recycling	6	72	78			
Drainage and Sewers	133	60	193			
Public Conveniences	403		403	166		166
Planning Policy and Conservation				20		20
Economic Development	406	1,157	1,563	797		797
Community Facilities	117		117	162		162
Joint Leisure Centres	2,804		2,804	1,134	340	1,474
Leisure Policy and Development	20		20			
Community Initiatives	12		12			
Parks and Open Spaces	406	324	730	466		466
Housing Services ^②	-172	507	335			
Private Housing Support	578	672	1,250	1,149	413	1,562
Homelessness	1,380	540	1,920	1,834		1,834
Housing Benefits	40	70	110			
Community Safety	24	100	124	214	60	274
Transportation	671	15	686	954		954
Public Transport	153		153	363	150	513
Car Parks	419		419	156		156
Environmental Improvements ^③	-615	1,390	775	55	520	575
Technical	-996		-996	-487		-487
Operations Division	221		221	303		303
Offices	5,845		5,845	6,693		6,693
IT related	1,065		1,065	1,063		1,063
Other	150		150	430		430
Proposed Plan	13,070	4,907	17,977	15,472	1,483	16,955
Notes						
① contributions and grants from other organisations						
② includes the re-sale of mobile homes bought to house tenants during the remediation work at the Mobile Home site.						
③ includes contributions from sales of land to fund past expenditure on the Oxmoor.						

7 CONSULTATION AND COMMENTS

7.1 This report will be considered at a meeting of the Overview and Scrutiny (Corporate and Strategic Framework) Panel on the 29 January and a consultation meeting with members of the business community is taking place on 30 January. Comments from both meetings will be reported to Cabinet.

8 PRUDENTIAL CODE

- 8.1 The Prudential Code sets various limits relating to the budget and this has been included as an annex to the Treasury Management Strategy elsewhere on the Cabinet's agenda.

9 RISK ASSESSMENT

9.1 2008/09 Budget

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

9.2 Forecast

Annex H considers the sensitivity of the plan in the longer term to variations in inflation, pay awards and interest rates and highlights other significant risks to the Council's financial position. Some of these issues are clearly outside the Council's control and there is little alternative to simply keeping them under review and reacting appropriately if they occur. Others are more clearly within the Council's own control and so can be programmed and dealt with at the appropriate time. This annex also explains the need for revenue reserves to be retained at a minimum of £3M in the longer term.

10 CONCLUSIONS

- 10.1 The Council approved the draft Budget, MTP and Financial Strategy figures in December but noted the potential for significant reductions in Revenue Support Grant.
- 10.2 RSG for the next three years has been announced. The LGA consider the settlement the worst for a decade. Whilst the Council gains benefit from population increases the Government is withholding the equivalent of a 12.7% Council Tax increase next year so that Councils who have too much grant only have to give it up slowly.
- 10.3 The December figures have been amended for the items highlighted in section 3 of this report.
- 10.4 As requested by December Council, Section 4 considers three potential financial strategies with direct trade-offs between increased spending adjustments and lower Council Tax rises.
- 10.5 The Government have, as usual, signalled their intention to use capping to keep Council Tax levels down for 2008/09 and have referred to an expectation that average increases should be substantially below 5%. There can be no guarantee of the actual level at which capping will apply because the Government refuse to give this figure as a matter of principle.

10.6 Given the differing Council Tax increases necessary for each option the Chief Officers' Management Team considers that Option B – limiting Council Tax rises to 4.99% - gives the best balance between minimising the level of spending adjustments required and avoiding capping next year. The intentions of other authorities, on a national basis, need to be kept under review as this may change the level of risk related to particular levels of Council Tax increase.

10.7 The Council previously determined that revenue reserves should be reduced to £4.358M by March 2013 in order to allow spending adjustments to be identified and managed effectively. It is not considered prudent to use further reserves within this timeframe.

10.8 Net spending therefore needs to be capped at the following levels:

2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
£M	£M	£M	£M	£M	£M	£M	£M	£M	£M	£M
20.4	22.2	24.3	25.0	25.1	24.5	24.1	25.1	26.2	27.4	28.6

10.9 The challenge for the future is to identify £3.6M of further spending adjustments by 2012/13. Those required for 2008/09 have been identified and work is underway to identify specific proposals for subsequent years. It will obviously be necessary for any new additional spending pressures to be matched corporately by corresponding savings.

10.10 The resulting proposed Council Tax increase of £5.48 for 2008/09 or 4.99% is less than 11p per week for a band D property.

10.11 The combination of sound budget practices, the success so far in identifying savings and significant revenue reserves means that the proposed 2008/09 budget is robust and that the Council is well-placed, for the time being, to deal with any unforeseen expenditure.

11. RECOMMENDATION

The Cabinet is asked to recommend to February Council:

- **Approval of the proposed budget, MTP and Financial Plan (Annexes C, D, and E)**
- **Approval of a Council Tax (Band D) increase of £5.48 (4.99%) for 2008/09.**


ACCESS TO INFORMATION ACT 1985

Grant Settlement Information – Files in Financial Services

Working Papers - Files in Financial Services

Project Appraisals

2007/08 Revenue Budget and the 2008/012 MTP

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ANNEXES

- A MTP Schemes requiring approval before commencement**
- B Spending Adjustments**
- C 2008/09 Revenue Budget**
- D Budget and MTP – Capital Spending**
- E Forecast Summary to 2018/19**
- F Budget and MTP – Revenue elements**
- G Reserves and the Robustness of the 2008/09 Budget**
- H Financial Plan - Sensitivity and Risks & Future level of Reserves**

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**ACTIONS/SCHEMES REQUIRING APPROVAL
BEFORE COMMENCEMENT**

The proposed approach is that:

- Routine things that just happen to be Capital should be treated the same as base revenue budget i.e. no further approval required.
- Small or unavoidable items do not require approval.
- Significant schemes require approval from Cabinet.
- Items reliant on ensuring the “trading” position stacks up (e.g. leisure and industrial estate) would require Director plus Executive Councillor agreement.

The colour coding on Annexes D and F show this as follows:

Approval by
COMT and then Cabinet
Service Director following consultation with Director of C&T and Executive Councillor
COMT
Head of Service

Note: *Some schemes appear in both annexes but the highlighting is shown on Annex D for capital schemes and only in Annex F for purely revenue schemes.*

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SPENDING ADJUSTMENTS		FORECAST		BUDGET					MTP					FORECAST							
		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	2017/18 £000	2018/19 £000								
TARGETS																					
Last Year's Target		-1,673	-2,443	-3,213	-3,983	-4,753	-5,523	-6,293	-6,568	-6,568	-6,568	-6,568	-6,568	-6,568	-6,568	-6,568	-6,568	-6,568	-6,568	-6,568	-6,563
Additional Adjustments Identified in December		0	0	0	0	0	-1,492	-2,476	-2,856	-3,911	-4,397	-4,587	-5,074								
Additional Adjustments to allow designated MTP schemes to progress			-152	-189	-148	-142	-137	-137	-137	-137	-137	-137	-137	-137	-137	-137	-137	-137	-137	-137	-137
Additional Adjustments January Cabinet		0	1	-186	-13	-313	60	-375	-1,670	-1,332	-1,565	-1,826	-2,102								
Adjustment re Contingency removal				-44	-94	148															
LESS																					
Included in 2006/07 Budget		-450	-448	-446	-444	-459	-459	-459	-459	-459	-459	-459	-459	-459	-459	-459	-459	-459	-459	-459	-459
Included in 2007/08 budget		-1,086	-1,352	-1,398	-1,344	-1,485	-1,485	-1,485	-1,344	-1,485	-1,485	-1,485	-1,485	-1,485	-1,485	-1,485	-1,485	-1,485	-1,485	-1,485	-1,344
Now identified																					
<i>Budget reductions</i>			-206	-94	-106	-64	-64	-64	-64	-64	-64	-64	-64	-64	-64	-64	-64	-64	-64	-64	-64
<i>Additional Grants (e.g. Housing & Planning Delivery)</i>			-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250
<i>Leisure Centres</i>			-160	-750	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900
<i>Deletion of General Contingency</i>			-144	-144	-144	-144	-144	-144	-144	-144	-144	-144	-144	-144	-144	-144	-144	-144	-144	-144	-144
<i>Assumed level of general underspendings</i>			-34	-6																	
Provisional Shortfall (+) or Surplus (-)		-1,111	0	+500	+1,000	+2,000	+3,642	+5,979	+8,070	+8,646	+9,365	+9,816	+10,715								

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BUDGET SUMMARY	2007/08		2008/09
	Original	Forecast	Budget
	£000	£000	£000
Environmental Services			
Refuse Collection	3,595	3,551	3,674
Recycling	595	451	642
Drainage & Sewers	595	500	584
Public Conveniences	306	272	293
Environmental Health	1,930	1,888	2,149
Closed Churchyards	22	11	17
Street Cleaning & Litter	1,339	1,467	1,471
	8,384	8,140	8,830
Planning			
Development Control	1,227	1,467	1,437
Building Control	291	181	212
Planning Policy & Conservation	1,310	1,196	1,336
Markets	-68	-41	-64
Economic Development	-503	-533	-565
Tourism	441	167	194
Planning Delivery Grant	7	-428	65
	2,704	2,008	2,615
Community Services			
Countryside	559	577	594
Community Initiatives	782	739	764
Parks	1,559	1,607	1,708
Leisure Policy	427	436	458
Leisure Centres	3,637	3,699	3,622
Community Facilities	213	194	214
	7,179	7,251	7,360
Community Safety			
Community Safety	924	943	1,014
	924	943	1,014
Housing Services			
Housing Services	672	623	680
Private Housing Support	3,607	2,430	3,538
Homelessness	679	598	625
Housing Benefits	935	780	905
	5,893	4,430	5,749
Highways & Transportation			
Transportation Strategy	987	656	1,071
Public Transport	824	856	709
Highways Services	90	90	102
Car Parks	-185	-166	-525
Environmental Improvements	386	388	406
	2,103	1,824	1,764
Corporate Services			
Local Taxation & Benefits	1,107	1,313	1,435
Corporate Management	2,238	1,848	2,059
Democratic Representation	1,141	1,108	1,182
Central Services	442	507	489
	4,929	4,776	5,167
Other Expenditure			
Contingency	-686	32	-1,061
Other Expenditure	-9,308	-7,649	-8,854
Investment Interest	-2,587	-2,768	-2,162
Business Grant (LABGI)	0	-700	0
	-12,582	-11,085	-12,077
Council Total	19,534	18,286	20,420

SERVICE BUDGET		2007/08		2008/09
		Original	Forecast	Budget
		£000	£000	£000
Environmental Services				
Refuse Collection	Abandoned Vehicles	74	58	66
	Brew Project	0	-22	26
	Domestic Refuse	3,498	3,516	3,571
	Refuse Policy	14	11	12
	Trade Refuse	10	-11	0
		3,595	3,551	3,674
Recycling	Green Waste	82	-10	84
	Recycling Kerbside Collections	536	498	539
	Recycling Policy	6	-49	22
	Recycling Sites	-28	12	-3
		595	451	642
Drainage & Sewers	Environmental Emergencies	0	0	0
	Internal Drainage Boards	332	310	339
	Nightsoil Collection	10	10	10
	Watercourses	254	180	234
		595	500	584
Public Conveniences	Public Conveniences	306	272	293
		306	272	293
Environmental Health	Air Quality	103	116	124
	Animal Welfare	141	147	162
	Burials Under Health Acts	0	0	0
	Caravans And Camping	6	6	6
	Contaminated Land	179	146	183
	Eh Health & Safety	215	175	252
	Energy Efficiency	96	117	178
	Environmental Health General	13	7	7
	Food Safety	487	476	489
	Health Promotion	41	39	43
	Nuisances	311	318	324
	Pest Control	106	137	153
	Private Sector Housing	214	191	215
	Travellers	18	13	14
		1,930	1,888	2,149
Closed Churchyards	Closed Churchyards	22	11	17
		22	11	17
Street Cleaning & Litter	Chewing Gum Removal	17	17	17
	Fly Poster/Graffiti Removal	66	51	53
	Litter Control	89	73	71
	Street Cleansing Operations	1,132	1,297	1,298
	Street Cleansing Policy	13	10	11
	Weed Control	23	18	21
		1,339	1,467	1,471
	Environmental Services	8,384	8,140	8,830
Planning				
Development Control	Dc Advice	444	474	509
	Dc Application Processing	509	653	567
	Dc Enforcement	219	266	282
	Dev Control Panel	54	74	79
		1,227	1,467	1,437

SERVICE BUDGET		2007/08		2008/09
		Original	Forecast	Budget
		£000	£000	£000
Planning (continued)				
Building Control	Bc Best Value Review	0	0	0
	Bc Promotion & Enforcement	244	279	329
	B Regs Applications	38	-103	-153
	Defence Estates	8	4	36
		291	181	212
Planning Policy & Conservation	Biodiversity Action Plan	2	6	6
	Conservation & Listed Build	205	267	269
	Local Plan	617	449	564
	Planning Projects/Implement	228	235	244
	Strategic & Regional Planning	57	61	67
	Suppl Planning Guidance	23	17	18
	Trees	178	161	167
		1,310	1,196	1,336
Markets	Farmers Markets	3	-5	0
	Huntingdon Market	-27	-21	-23
	Markets Management	59	71	60
	Ramsey Market	-1	0	0
	St Ives Bank Holiday Market	-41	-26	-37
	St Ives Market	-62	-61	-64
	St Neots Market	0	0	0
		-68	-41	-64
Economic Development	Business & Enterprise Support	253	279	289
	Commercial Properties	-151	-160	-157
	Estates Management	46	50	44
	Industrial Properties	-353	-319	-348
	Miscellaneous Properties	-611	-629	-636
	N N D R Discretionary Relief	40	40	42
	Town Centre Management	126	136	140
	Town Centre Development	146	69	61
		-503	-533	-565
Tourism	District Information	51	8	9
	District Promotion	71	117	120
	Tourism Information Centres	45	42	43
	Tourism Mgt Budgets	273	-1	23
		441	167	194
Planning Delivery Grant	Planning Delivery Grant	-211	-428	0
	Planning Grant Unallocated	219	0	65
		7	-428	65
	Planning	2,704	2,008	2,615
Community Services				
Countryside	Barford Road Pocket Park	6	7	8
	Coneygear Park	4	4	5
	Countryside Management	160	161	164
	Hinchingbrooke Country Park	249	263	271
	Holt Island	2	2	2
	Ouse Valley Way	2	2	2
	Paxton Pits	105	108	112
	Paxton Pits R&R Fund	2	0	0
	Spring Common	29	29	30
		559	577	594

SERVICE BUDGET		2007/08		2008/09
		Original	Forecast	Budget
		£000	£000	£000
Community Services (cont.)				
Community Initiatives	Com Initiatives - Housing	87	5	5
	Com Initiatives - Leisure	80	5	5
	Equal Opportunities	44	47	50
	Health For Huntingdonshire	34	63	67
	Health For Hunt Yaxley	1	19	19
	Local Agenda 21	103	46	47
	Miscellaneous Grants	281	339	348
	Oxmoor Action Plan	0	0	0
	Policy Services Community	38	93	97
	Public Access To Internet	13	11	11
	St Barnabus lct Project	0	0	0
	Yaxley Community Project	102	111	114
		782	739	764
Parks	Highways Amenities	46	19	35
	Parks Contracts	-31	-63	-53
	Parks Management	1,484	1,598	1,662
	Pavilions	54	53	58
	Unallocated Land Survey	7	0	6
		1,559	1,607	1,708
Leisure Policy	Arts Development	209	196	199
	Leisure Development	204	235	253
	Policy And Strategic Mgt	14	5	5
		427	436	458
Leisure Centres	Huntingdon Leisure Centre	742	756	672
	Leisure Centres Overall	39	40	44
	Ramsey Leisure Centre	540	555	570
	Sawtry Leisure Centre	505	518	541
	St Ivo Leisure Centre	935	994	958
	St Neots Leisure Centre	877	836	837
		3,637	3,699	3,622
Community Facilities	Community Facilities Grants	194	168	194
	Priory Centre	19	25	20
		213	194	214
	Community Services	7,179	7,251	7,360
Community Safety				
Community Safety	C C T V	743	719	776
	Community Safety	182	224	238
		924	943	1,014
	Community Safety	924	943	1,014
Housing Services				
Housing Services	Choice Based Lettings (Ex Chr)	20	18	44
	Contributions To H R A	21	18	20
	Housing Advances	10	11	12
	Housing Advice	146	195	209
	Housing Developments	11	9	9
	Housing Strategy	136	102	108
	Mobile Home Park	39	21	-2
	Publicising Housing Services	6	6	6
	Waiting List	282	242	274
		672	623	680

SERVICE BUDGET		2007/08		2008/09
		Original	Forecast	Budget
		£000	£000	£000
Housing Services (continued)				
Private Housing Support	Home Improvement Agency	80	82	91
	Housing Associations	2,225	1,591	2,112
	Housing Surveys	25	22	23
	Renovation/Improvement Grants	1,277	735	1,313
		3,607	2,430	3,538
Homelessness	Homelessness Management	404	299	316
	Homeless Young Persons Advisor	1	0	0
	Hostel Support	97	97	99
	Invest To Save Schemes	10	10	10
	Priority Needs Scheme	67	26	28
	Rental Deposit Scheme	56	90	94
	Temp Accommodation - B&B	43	76	78
		679	598	625
Housing Benefits	Housing Benefits Admin	579	536	640
	Rent Allowance Local Scheme	22	5	22
	Rent Allowance National Scheme	169	122	124
	Temporary Accommodation Support	166	116	119
	935	780	905	
Housing Services		5,893	4,430	5,749
Highways & Transportation				
Transportation Strategy	Accessibility Improvements	25	22	27
	Cycle Routes	23	18	26
	Cycle Shelters	11	11	8
	Environmental Management	37	83	74
	Transportation Developments	731	376	790
	Transportation Grants	88	88	90
	Transportation Strategy	72	58	57
	987	656	1,071	
Public Transport	Bus Shelters	50	35	41
	Bus Shelters R&R	0	8	8
	Concessionary Fares	686	714	540
	Concessionary Fares Database	0	3	0
	Huntingdon Bus Station	57	59	79
	Rail Passes	5	12	14
	St Ives Bus Station	26	25	27
	824	856	709	
Highways Services	Highways Cyclic Mtce	0	0	-1
	Highways Management	90	90	102
	90	90	102	
Car Parks	Car Park Management	-355	-310	-351
	Car Park Policy	170	144	-174
	-185	-166	-525	

SERVICE BUDGET		2007/08		2008/09
		Original	Forecast	Budget
		£000	£000	£000
Highways & Transport' (cont)				
Environmental Improvements	Env Imps Feasibility Studies	16	5	18
	Env Imps Management	53	67	55
	Environmental Imps Renewals	17	17	18
	Gazebo R&R	1	0	0
	Godmanchester Env Improvements	3	3	3
	Huntingdon Env Improvements	87	86	87
	Other Schemes	2	2	2
	Ramsey Env Improvements	10	9	10
	Small Scale Env Improvements	124	125	137
	Somersham Env Improvements	2	2	2
	St Ives Env Improvements	27	26	26
	St Neots Caps Town	0	0	0
	St Neots Env Improvements	45	45	48
		386	388	406
Highways & Transportation		2,103	1,824	1,764
Corporate Services				
Local Taxation & Benefits	Council Tax	926	1,102	1,189
	Council Tax Benefits	158	158	192
	N N D R Administration	24	54	54
		1,107	1,313	1,435
Corporate Management	Bank Charges	56	48	49
	C C T	9	1	1
	Chief Executive & C O M T	640	666	696
	External Audit	119	119	123
	Information & Promotion	502	504	520
	Local Council Support	23	17	23
	Pensions	245	232	255
	Performance Management	228	90	232
	Policy And Strategy	44	52	51
	Public Accountability	45	38	43
	Registers Of Interests	3	3	3
	Stmnt Of Accounts	0	6	0
	Treasury Management	56	60	63
	Unallocated Central Overheads	-8	-8	0
	Unused Capacity Call Centre	241	0	0
	Unused Capacity Of At Depots	36	19	0
		2,238	1,848	2,059
Democratic Representation	Civic & Ceremonial	14	14	15
	Corporate Committees	288	264	298
	Corporate Subscriptions	30	27	31
	Member Allowances & Support	794	788	823
	Twinning	15	15	15
		1,141	1,108	1,182
Central Services	Elections	373	431	426
	Emergency Planning	106	72	78
	Land Charges	-188	-77	-184
	Licences	151	81	169
		442	507	489
Corporate Services		4,929	4,776	5,167

SERVICE BUDGET		2007/08		2008/09
		Original	Forecast	Budget
		£000	£000	£000
Other Expenditure				
Contingency	Efficiency Savings Contingency	-136	0	-276
	General Contingency	140	0	0
	Other Contingencies	-690	32	-785
		-686	32	-1,061
Other Expenditure	Capital Charges Reversed	-8,268	-6,554	-8,352
	Commutation Transfer	-97	-97	-59
	Pensions Liabilities Reversed	-1,148	-1,148	-547
	V A T Partial Exemption	204	150	105
		-9,308	-7,649	-8,854
Investment Interest	Interest Paid	84	84	84
	Interest Received	-2,671	-2,852	-2,246
		-2,587	-2,768	-2,162
Business Grant	LABGI	0	-700	0
		0	-700	0
	Other Expenditure	-12,582	-11,085	-12,077
COUNCIL TOTAL		19,534	18,286	20,420

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CAPITAL PROGRAMME		NET CAPITAL EXPENDITURE										GRANTS & CONTRIBUTIONS										
		2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000	2010/ 2011 £000	2011/ 2012 £000	2012/ 2013 £000	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000	2010/ 2011 £000	2011/ 2012 £000	2012/ 2013 £000									
	Refuse and Recycling																					
	Waste Performance and Efficiency Grant																					
801	Wheeled Bin Purchase	-72	78																			
	Drainage and Sewers																					
651	Herne Road STW Replacement	31																				
701	Woodwalton Sewage Treatment Works	42																				
802	Herringford Culvert	60																				
	Public Conveniences																					
302/B	New Public Conveniences	403	166																			
	Planning Policy and Conservation																					
655	Electronic Document Imaging		20																			
	Economic Development																					
401	Huntingdon Town Centre Development	13	13	311	312	326																
224	Town Centre Developments			205	62																	
239	New Industrial Units	295	296																			
657	Creative Industries Centre, St Neots	12	381																			
358	Ramsey Rural Renewal	55	27																			
509	Industrial Estate Repairs		59																			
643	Health Centre Sapley Square	31																				
	Community Facilities																					
658	Community Facilities Grants	117	162	162	127	127																
803	Community Facilities Grants																					

CAPITAL PROGRAMME			NET CAPITAL EXPENDITURE							GRANTS & CONTRIBUTIONS											
Bid No.	Scheme		2007/	2008/	2009/	2010	2011	2012	2007/	2008/	2009/	2010	2011	2012	2007/	2008/	2009/	2010	2011	2012	
			2008	2009	2010	2011	2012	2013	2008	2009	2010	2011	2012	2013	2008	2009	2010	2011	2012	2013	
			£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
Joint Leisure Centres																					
709	Future maintenance		1,604	1,463	970	553	517														
804	Future maintenance							500													
262/B	County Council Contribution		37	-340	-250	-140	-130									340	250	140	130		
333	Sawtry Impressions			11																	
335	St Neots Bar/Kitchen/Creche Extension				290																
661	St Neots Impressions Expansion				214																
661	Huntingdon Impressions expansion		1,026																		
393	Leisure Centre Disabled facilities		5																		
635/42	SILC and HLC Fitness Eqpt									365											
636	RLC Fitness Equipment									188											
723	Fitness Equipment St Neots LC									240											
724	Fitness Equipment Sawtry LC												240								
737	Energy Saving Huntingdon LC		94																		
22	CCTV Improvements		38																		
805	St Ivo LC - Rifle Range conversion									543											
Leisure Policy and Development																					
58	Grafham Water Centre Partnership Contribution		20																		
Community Initiatives																					
423	Community Information Project		12																		
Parks and Open Spaces																					
4/B	Activity Parks		67																		
107	Park Signage		9																		
121	Pilot Linear Park Development, St Neots		26																		

CAPITAL PROGRAMME		NET CAPITAL EXPENDITURE							GRANTS & CONTRIBUTIONS						
		2007/	2008/	2009/	2010	2011	2012	2013	2007/	2008/	2009/	2010	2011	2012	2013
Bid No.	Scheme	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
365	Huntingdon Marina Improvements	15	51												
740	Play Equipment & Safety Surface Renewal	84	80	80	67	60									
838	Play Equipment and Safety Surface Renewal						71								
446	Football Improvements	205													
807	Hinchingsbrook Park - Café extension		130												
808	Huntingdon Riverside		205	405											
	Housing Services														
702	Mobile Home Park, Eynesbury	-172													
	Private Housing Support														
664	Disabled Facilities Grants	378	949	949	949	949									
717	Disabled Facilities Grant						778								
728	Repairs Assistance	200	200	200	200	200									
837	Repairs Assistance Loans/Grants														
809	Decent homes - Insulation Works						200								
	Homelessness														
443	Common Housing Register/ Choice Based Lettings	45													
729	Social Housing Grant	1,335	1,834	967	1,103	1,103									
811	Social Housing Grant						1,050								
	Housing Benefits														
626	Wireless Working	40													
812	Local Housing Allowance														

CAPITAL PROGRAMME		NET CAPITAL EXPENDITURE							GRANTS & CONTRIBUTIONS				
		2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000
Community Safety													
727	Crime and Disorder - Lighting improvements	24	24	22	22	22	23						
814	Crime and Disorder Lighting Improvements												
618	CCTV - Camera replacements		117	86									
384	CCTV Extension of coverage		53										
815	Huntingdon Skateboard Park		20					100	60				
Transportation													
389	Local Transport Plan	80	91	91	81	89	89						
816	Local Transport Plan												
37	Safe Cycle Storage Racks							15					
474	Safe Cycle Routes - New Routes to Schools etc	304	91	91	91	91							
817	Safe Cycle Routes												
472	Accessibility Improvement Signs footpaths/car parks	39	33			91	91						
351	St Neots Pedestrian Bridges		537										
361	Huntingdon Transport Strategy	185	78										
362	St Ives Transport Strategy	63	80	80									
363	Ramsey Transport Strategy		44	44	44								
Public Transport													
132	Railway Stations - Improvements	46											
818	Railway Station Improvements												
400	Bus Shelters - extra provision	76	38	25	25	40	40						
819	Bus Shelters												
625	Huntingdon Bus Station	31	325	157				150	150				

CAPITAL PROGRAMME			NET CAPITAL EXPENDITURE							GRANTS & CONTRIBUTIONS						
			2007/	2008/	2009/	2010	2011	2012	2013	2007/	2008/	2009/	2010	2011	2012	2013
Bid No.	Scheme		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
Car Parks																
166/B	St Neots - Cambridge Road Car Park				87											
461	Car Park Repairs		56													
480	Implementation of car park strategy		394	100	500	1,300										
673	Riverside Car Par St Neots - Barriers		25													
Environmental Improvements																
49	Huntingdon Town Centre 2 - High St etc		90													
50/51	Ramsey Great Whyte Phase 2		128													
52	St Ives Town Centre 2 - Completion		15	39	515	526										
726	Small Scale - District Wide Partnership		70	77	77	77										
820	Small Scale Schemes - District Wide Partnership														20	
725	AJC Small scale improvements		84	84	84	84										
821	AJC Small Scale Improvements															
486	Village Residential Areas		53	53											20	
822	Village Residential Areas															
703	Heart of Oxmoor (New)		-1,055	-500		55										
489	St Neots and Eynesbury			102												
823	Environment Strategy Funding			200											500	
Technical																
	Capital Inflation				241											
	Revenue staff charged to capital		205	154	102	334	527								471	
	Capital Deferrals		-1,300	-700	1,000	500	500									
	Commutation Adjustment		99	59	10											

CAPITAL PROGRAMME		NET CAPITAL EXPENDITURE								GRANTS & CONTRIBUTIONS					
		2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000		
	Operations Division														
731	Vehicle fleet replacements.	221	303	654	798	1,074									
827	Vehicle fleet replacements.											1,127			
	Offices														
300A	Eastfield House	2,720	218												
300B	Headquarters	3,125	6,475	4,566	802	-238									
	IT related														
494	Voice and data infrastructure	98	170	70											
495	Corporate EDM	188	199												
600	Network and ICT Services	108	-108												
716	Business Systems	164	175	199	189	158									
828	Business Systems														
634	Customer First	374	348	196											
733	Flexible Working (Roll out of Broadband for Members and Feasibility)	20													
841	Building Control - Public Access System		45												
842	ResourceLink - Recruitment Module		12												
830	ICT for new accommodation	113	222												
	Other														
380/B	Replacement Printing Equip.		308												
832	Replacement Equipment Document Centre		35	26	28	28					131				
714	Multi-functional Devices	10	67	32	16	65									
834	Multi-functional Devices											32			
450	Photocopier Replacement	10													
457	Replacement Plan Printer		20												
713	Postal Dispatch Arrangements Roundings	131													
	Proposed Plan	13,070	15,472	14,334	7,497	7,264	5,009	4,907	1,483	755	495	485	442		

FINANCIAL SUMMARY	FORECAST		MTP							FORECAST														
	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19		
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
2007/08 BUDGET/MTP	19,534	20,820	22,462	23,716	24,052	24,456	24,900	25,750	26,985	28,252	29,429	30,734												
December Report																								
MTP Variations	-616	295	435	955	1,373	1,841	2,257	2,665	3,183	3,718	4,097	4,703												
Other Variations	-134	-297	-257	-87	63	170	204	247	271	279	303	339												
Additional Spending Adjustments						-1,492	-2,476	-2,856	-3,911	-4,397	-4,587	-5,074												
This Report																								
Interest and Borrowing Variations	-51	-178	-56	-81	-102	-104	-73	-64	-85	-87	-88	-89												
Other Variations (Annex E2)	-447	-69	5	-46	154	161	169	170	172	170	178	185												
Additional Spending Adjustments	0	-151	-375	-161	-455	-77	-512	-1,807	-1,469	-1,702	-1,963	-2,239												
Adjustment re Contingency removal				-44	-94	148																		
NEW FORECAST	18,286	20,420	22,214	24,252	24,991	25,103	24,469	24,105	25,146	26,233	27,369	28,559												
Use of revenue reserves	317	1,622	2,599	3,874	3,741	2,944	1,358	0	0	0	0	0												
<i>Remaining revenue reserves EOY</i>	19,138	17,516	14,917	11,043	7,302	4,358	3,000	3,000	3,000	3,000	3,000	3,000												
Budget Requirement	17,969	18,798	19,615	20,378	21,249	22,159	23,111	24,105	25,146	26,233	27,369	28,559												
% increase		4.61%	4.35%	3.89%	4.27%	4.28%	4.29%	4.30%	4.31%	4.32%	4.33%	4.34%												
FUNDING																								
Government Support	-11,650	-12,157	-12,572	-12,939	-13,392	-13,861	-14,346	-14,848	-15,368	-15,906	-16,463	-17,039												
Collection Fund Deficit	-7	28	0	0	0	0	0	0	0	0	0	0												
Council Tax	-6,313	-6,668	-7,043	-7,439	-7,857	-8,298	-8,765	-9,257	-9,777	-10,327	-10,907	-11,520												
COUNCIL TAX LEVEL	£109.91	£115.39	£121.15	£127.20	£133.55	£140.21	£147.21	£154.55	£162.26	£170.36	£178.86	£187.79												
% increase	5.0%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%												
Forecast Capital Spending	13,070	15,472	14,334	7,497	7,264	5,009	5,133	5,263	5,396	5,532	5,671	5,812												
Remaining capital reserves EOY	17,272	3,400	0	0	0	0	0	0	0	0	0	0												
Accumulated Borrowing EOY	0	0	9,834	16,231	22,396	26,305	30,337	34,500	38,796	43,228	47,799	52,511												
Net Interest and Borrowing Costs	-2,768	-2,162	-842	153	840	1,398	1,806	2,146	2,441	2,740	3,040	3,345												

OTHER VARIATIONS	REVENUE												
	BUDGET			MTP			FORECAST						
	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
Refinement of Financial Plan model Updated 2007/08 Forecast (excl. interest) ❶	-319	-46	-184	-194	12	24	32	33	35	33	41	48	
Carry Forward of revenue projects MTP schemes to be funded from additional spending adjustments	-128	-175	189	148	142	137	137	137	137	137	137	137	
	-447	-69	5	-46	154	161	169	170	172	170	178	185	

OTHER VARIATIONS	CAPITAL ❷												
	BUDGET			MTP			FORECAST						
	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
Capital item deleted in error	68	24											
Adjustment to provision for capital rephasing	-1,300	800	500										
County Council Contribution to Leisure Centre Capital Schemes		-340	-250	-140	-130								
MTP schemes to be funded from additional spending adjustments		-51											
	-1,232	433	250	-140	-130								

❶ Includes £300k assumed LABGI for 2007/08.

❷ The revenue impact of capital variations is included within the adjustment for interest and borrowing variations shown in Annex E1.

MEDIUM TERM PLAN (REVENUE ITEMS)		NET REVENUE EXPENDITURE					
		APPROVED	BUDGET	MTP			
Bid No.	Scheme	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000
	BASE	17,989	17,989	17,988	17,988	17,989	17,989
	Provision for Inflation	5,019	6,317	7,910	9,576	10,662	12,005
	Adjusted Base	23,008	24,306	25,898	27,564	28,651	29,994
	Refuse and Recycling						
650 Part	Recycling Gate Fees		9	17	26	35	35
	Recycling Credits		-19	-38	-55	-72	-72
800	Waste Performance and Efficiency Grant	-72	0	0	0	0	0
	BREW Funding		24				
	Public Conveniences						
504	Removal of APCs	-89	-121	-153	-153	-153	-153
	Environmental Health						
839	Pollution Prevention and Control Fees		13	13	13	13	13
847	Animal Welfare Officer (PT to FT)		6	6	6	6	6
	Street Cleaning & Litter						
846	Ramsey Street Cleansing - Loss of funding		15	15	15	15	15
	Planning Policy and Conservation						
465	Local development framework inquiry	160	97	56	-5	-5	-5
440	Contribution to Cambridgeshire Horizons		18	18	18	18	18
505 & 653	Planning Grant	-200					
505	Proposed use of Grant	210	326	172	72	31	
655	Electronic Document Imaging					17	21
656	Planning Enforcement Monitoring Officer					22	26
	Economic Development						
239	New Industrial Units		-15	-30	-30	-30	-30
657	Creative Industries Centre, St Neots		-5	-15	-16	-17	-17
358	Ramsey Rural Renewal	25	25	0	0	0	0
	Leisure Policy						
845	Physical Activity Initiatives for Adults		12	12	7	7	7
	Joint Leisure Centres						
608	Future maintenance	185	64	89	61	41	0
262/B	Sawtry Impressions	-40	-47	-47	-47	-47	-47
333	St Neots Bar/Kitchen/Creche Extension		-1	-8	-30	-30	-30
335	St Neots Impressions Expansion			-7	-28	-28	-28
336&661	Huntingdon Impressions expansion	-34	-143	-152	-161	-171	-181
635 & 642	Fitness Eqpt Financing SILC and HLC	-77	-73	-70	-84	-81	-81
636	RLC Fitness Equipment	-21	-21	-22	-26	-26	-26
723	Fitness Equipment St Neots LC			-10	-15	-15	-15
724	Fitness Equipment Sawtry LC					-10	-15
737	Energy Saving Huntingdon LC	-5	-10	-10	-10	-10	-10
22	CCTV Improvements		2	2	2	2	2

MEDIUM TERM PLAN (REVENUE ITEMS)		NET REVENUE EXPENDITURE					
		APPROVED	BUDGET	MTP			
Bid No.	Scheme	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000
718	Additional Holiday Pay	15	31	31	31	31	31
805	St Ivo LC - Rifle Range	-38		-38	-100	-100	-100
806	Additional Holiday Pay			35	35	35	35
Community Initiatives							
423	Grant Aid to Voluntary Organisations		51	51	51	51	51
Parks and Open Spaces							
4/B	Activity Parks	17	18	18	18	18	18
807	Hinchingbrooke Park - Café extension			-16	-33	-50	-50
808	Huntingdon Riverside Park			5	5	5	5
Housing Services							
702	Mobile Home Park, Eynesbury	4	0	0	0	0	0
Private Housing Support							
70	Housing Needs Survey	5	5	5	5		
730	Housing Need Study					55	
Homelessness							
666	Invest to Save Scheme	-5	-5	-7	-7	-7	-7
Housing Benefits							
812	Local Housing Allowance		23				
813	Reduction in Benefits Admin Grant		45	91	136	182	228
668	Automated Forms Processing in Benefits	-2					
Community Safety							
460&618	CCTV - Camera replacements	-21	-8	-1	-1	-1	-1
815	Huntingdon Skateboard Park		11	10	10	15	10
670	Emergency Planning Contribution	24	24	24	24	24	24
Public Transport							
400	Bus Shelters - extra provision	15	15	18	25	28	28
719	Concessionary Fares	185					
Highways Services							
844	Street naming and numbering		10	10	5	5	
Car Parks							
166/B	St Neots - Cambridge Road Car Park			4	4	4	4
480	Implementation of car park strategy	-212	-429	-508	-509	-509	-508
673	Riverside Car Par St Neots - Barriers		1	1	1	1	1

MEDIUM TERM PLAN (REVENUE ITEMS)		NET REVENUE EXPENDITURE					
		APPROVED	BUDGET	MTP			
Bid No.	Scheme	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000
	Environmental Improvements						
823	Environment Strategy Funding		50	50	50		
	Administrative Services						
325	Home Sellers Pack		-8	-8	-8	-8	-8
676	Taxi Survey			20			
824	Land Charges - Extra net cost		32	32	32	32	32
	Democratic Representation						
449 Part	Members Allowances Review	5					
675	District Council Elections		-10	-67			-10
825	Members Allowances Review				5		
826	Electoral Administration Act		8	8	16	8	8
	Technical						
	Cost of Borrowing			418	1,099	1,608	2,003
	Revenue staff charged to capital	-200	-154	-102	-51		
	Commutation Adjustment	-98	-59	-11			
	Interest	-2,587	-2,162	-1,260	-945	-766	-601
	Spending Adjustments Achieved	-1,536	-2,594	-3,088	-3,144	-3,208	-3,208
	Spending adjustments still to be permanently identified	-136		-500	-1,000	-2,000	-3,884
	Reconciliation adjustment	38	100	100	100	100	100
	Schemes brought forward		-175				
	Interest				-1	-4	-4
	Spending adjustments still to be permanently identified						242
	Spending Adjustments Achieved				-44	-94	-94
	Operations Division						
840	Transport Legislation - Drivers Hours		14	11	11	11	11
738	Driver Operating Scheme			10	10	10	10
	Offices						
300A	Eastfield House		3	-1	3	3	3
300B	Headquarters	6	-101	-136	55	140	140
	IT related						
494	Voice and data infrastructure	25	40	60	60	60	60
600	Network and ICT Services	145	167	207	176	170	170
843	Business Continuity (Application Servers)		30	30	30	30	30
841	Building Control - Public Access System		6	6	6	6	6
601&678	Business Systems	41	41	41	41	58	58
634	Customer First	686	702	702	702	702	702
733	Flexible Working (Roll out of Broadband for Members and Feasibility)	66	51	51	51	51	51
736	Corporate ICT Systems Officer	25	33	33	33	33	33
829	Business Transformation		43	43	43	43	43
830	ICT for new accommodation		38	47	47	47	47

MEDIUM TERM PLAN (REVENUE ITEMS)		NET REVENUE EXPENDITURE					
		APPROVED	BUDGET	MTP			
Bid No.	Scheme	2007/ 2008 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000
	Other						
831	Technical Services Restructuring		17	18	19	-23	-62
714	Multi-functional Devices	17	-4	-18	-18	-18	-18
450	Photocopier Replacement	1	1	1	1	1	1
455	Replacement Colour Plotter		8				
457	Replacement Plan Printer		-4				
835	Additional Training Provision		20	20	20	20	20
836	New Post of HR adviser		30	30	30	30	30
	Roundings	-1	2	-5	-2	-3	-6
	Proposed Plan	19,534	20,420	22,214	24,252	24,991	25,103
<p>This annex shows the revenue impact of:</p> <ul style="list-style-type: none"> - interest and borrowing needed for the capital expenditure shown in Annex D - the other revenue implications of revenue and capital proposals - any other adjustments included in the proposed Budget and MTP 							

RESERVES AND THE ROBUSTNESS OF THE 2008/09 BUDGET

The Local Government Act 2003 requires me, as the Council's Chief Financial Officer, to report on the robustness of the 2008/09 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 to simply spend any spare sums on low priority items. There is consistent and effective application of financial controls and thus a sound base for setting future budgets. The process for compiling this budget included an efficiency savings/budget reductions exercise involving all Heads of Service and I believe this has resulted in a tighter but realistic budget proposal for each service grouping.

The 2008/09 budget has been prepared using the budget for 2007/08 as a base, and amending it for known changes, particularly:

- Inflation, including pension contributions and fuel costs 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 or, if necessary, the use of revenue reserves.

The most significant potential risks to the budget are:

- higher inflation than anticipated
- lower interest rates
- an emergency (e.g. flooding)

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 £160k.

A ½% reduction in interest rates would result in lost income of approximately £170k but this might also lead to lower borrowing rates in due course.

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).

Revenue Reserves

These are estimated to be £19.1m at April 2008 and £17.5m at March 2009. This is very significantly above what would be considered a safe minimum level, which would be around £3m.

I believe the drawdown of £2m of revenue reserves during the year is reasonable particularly as all necessary savings have been identified to achieve the budget for 2008/09.

The medium term financial plan sets out how revenue reserves are expected to fall to £3m by 2013/14, at which point I consider it prudent not to plan for further draw down. In order to balance income with expenditure the net revenue budget for 2012/13 will need to be reduced by £3.6m.

Conclusion

Considering all these factors, I believe that the combination of a robust budget process and significant reserves should give Members no concerns over the Council's budget and financial position for 2008/09.

Terry Parker
Director of Commerce and Technology

FINANCIAL PLAN - SENSITIVITY AND RISKS

The financial forecast model has been used to demonstrate the impact that variations in investment rates, borrowing rates and increases in pay will have in specific years.

	Extra cost in year:	
	2012/13 £000	2018/19 £000
0.5% extra pay award cumulative from 2008/09	+635	+1,862
0.5% increase in staff efficiency cumulative from 2008/09 assuming this can be translated into reduced staffing levels.	-635	-1,862
0.5% higher investment returns in year	-35	-21
0.5% higher borrowing costs in year	+114	+202

Inflation, other than pay, is fairly neutral as long as fees and charges are increased in line with it. If pay awards increase by more than forecast then further efficiency improvements would be needed to reduce the impact.

The impact of investment rates has significantly diminished by 2012/13 as reserves will have been significantly reduced to meet revenue deficits and to fund capital projects.

The impact of higher borrowing rates is less significant than pay but is growing.

Other Risks

The next triennial revaluation of the Pension Fund is imminent. Significant funding pressures identified in the last revaluation resulted in increases spread over a 6-year period to 2010/11. Preliminary informal comments suggest that any further increases will not be significant and would not be applied before 2011/12.

The Plan assumes that the extra specific grant awarded for Concessionary Fares for the three years starting in April 2008 will, together with the base budget provision be sufficient to meet the Council's costs. This will not become clear until late in 2008/09. It is also possible that responsibility for the scheme may become a County or national responsibility in three year's time. Resulting Grant adjustments, because they will be formula based, may not be equitable.

The Government's next Comprehensive Spending Review will be published in the summer of 2010 (and every three years thereafter) and will create, as this year, significant uncertainty and potential volatility. This could have a significant impact.

It has been assumed that capping will continue to allow 4.99% increases in Council Tax. If this limit were to be reduced significant additional spending adjustments would be required. Relaxation of capping would provide potential to reduce the level of spending adjustments required by increasing Council Tax levels.

Inflation on Capital Schemes of 2.5% per year has been included in total within the plan. There have been 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 predominantly fixed prices.

There is no provision for any demographic growth in services. Pressures will emerge due to additional housing and increased longevity over the plan period.

Most budgets are based on 97.5% of salary due to the expectation of savings from staff turnover. If turnover falls financial pressures will emerge and vice versa.

Leisure Centre income is approaching £5M per year and certain facilities are in direct competition with the private sector. If income was lost it would be difficult to reduce expenditure by an equivalent sum in the short term. In addition the financial plan incorporates a substantial challenge for leisure centres to reduce their net cost by £1M per year. This may not be achieved.

Spending Adjustments of a further £3.6M by 2012/13 and £10.7M by 2018/19 are included in the financial plan and achievement of these will require detailed identification and delivery plans.

FUTURE LEVEL OF RESERVES

The Plan is based on net spending rising to £31M by 2018/19 and revenue reserves falling to £3M. Assuming the same proportions as currently this would imply expenditure of £100M including £42M of benefits payments and income of £69M including £42M of government reimbursement of benefits.

In order to identify a reasonable level for reserves there is a need to consider the circumstances that could occur that would require immediate extra funding pending reductions in expenditure or obtaining additional income.

These fall into various categories:

Inflation

If pay awards and inflation were 1% more than expected in 2018/19, and fees and charges were not increased to mitigate it, the cost would be about £520k

Interest Rates

Limited impact in the longer run but 1% increase in borrowing rates would amount to £400k per year by 2018/19.

Cash Flow

Changes to the profile of when the Government pays the Council its Government Grant and other payments (e.g. housing and Council Tax benefit)

Major failure of the computer systems for billing and recovering Council Tax, NNDR or other income. Impact is exaggerated because this Council takes the risk of late collection for the whole sum on Council Tax and NNDR for the area which amounts to £110M at present and would grow to, say, £180M by 2018/19.

One month's loss of interest on £180M is £750k.

Non achievement of Spending Adjustments

Spending adjustments of £10.7M are still to be identified.

Emergency/Disasters

The impact of a disaster to the public (e.g. flooding or a plane crash) is restricted by the Government paying 85% of any cost in excess of £36k but the Council would still need to fund the total cost pending reimbursement.

A Council disaster (e.g. the Council's computers or offices catching fire), would not receive government funding but certain aspects are insured such as alternative accommodation and lost income at Leisure Centres. There would still be a need to fund the costs "up front" and there is no cover for the cost of lost cash flow.

Unplanned Spending loss of income

This would include items like planning inquiries. Whilst unlikely to recur the cost of the Alconbury Inquiry was in excess of £2M.

Loss of income

Changes in economic activity can have a significant impact on development control fees, building control fees and land charges.

Leisure Centre income could suffer if a new private Fitness Centre aggressively entered the market.

Invest to Save

In order to meet the spending adjustments and to manage the authority effectively there will be a number of opportunities that require investment in order to increase service provision for no additional long term cost or to maintain provision but at a lower long term cost. Reserves are therefore required to allow this to happen.

Capping

If capping continues there is a need for higher reserves to allow any mitigating action to be undertaken in a planned and controlled way so that the service impact on the public is minimised whilst replenishing reserves to an adequate level. Thus it should be assumed that any significant financial shortfall may take 3 to 4 years to resolve.

Conclusion

It is difficult to arrive at a scientific calculation of a minimum figure for reserves. Whilst the unexpected items are unlikely to all occur in the same year and may be reduced by compensating favourable changes the remaining level of unidentified spending adjustments and the manner in which capping tends to force immediate rather than best solutions means there is a need to hold significant reserves to cover the period until compensating adjustments are achieved or capping relaxed.

Our current reserves (£19M) are clearly well above the necessary levels to cover these risks but it is considered that £3M is the minimum that should be retained, based on the information currently available.

Whilst the statistics need to be treated with some caution, £3M would result in 75% of District Councils having higher reserves per £1M of net expenditure than Huntingdonshire.

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FORMAL 2008/09 COUNCIL TAX RESOLUTIONS

- a) That the following amounts be calculated by the Council for 2008/09 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 Town/Parish Precepts	71,005,662
(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	48,470,515
(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 plus Parish/Town Precepts (item i minus item ii)	22,535,147
(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	12,156,971
(v) the aggregate of the amounts payable to the General Fund for the items set out in Section 33 (3) of the Act Collection Fund deficit	27,881
(vi) the basic amount of Council Tax for 2007/08 in accordance with Section 33 (1) District plus average Town/Parish Council Tax	180.07
(vii) the aggregate of special items referred to in Section 34 (1) Total Town and Parish Council precepts	3,737,487
(viii) the basic amount of Council Tax for 2007/08 for those parts of the District to which no special item relates District Council Tax	115.39 per band D property

- (ix) the basic amounts of Council Tax for 2008/09 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 attached.
 - (x) the amounts to be taken into account for 2008/09 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 attached.
- (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 attached 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 figures shown in table 2 as the amounts of Council Tax for 2008/09 for each of the categories of dwelling shown.

TABLE 1	BAND A £	BAND B £	BAND C £	BAND D £	BAND E £	BAND F £	BAND G £	BAND H £
Cambridgeshire County Council	652.74	761.53	870.32	979.11	1,196.69	1,414.27	1,631.85	1,958.22
Cambridgeshire Police Authority	104.58	122.01	139.44	156.87	191.73	226.59	261.45	313.74
Huntingdonshire District Council	76.93	89.75	102.57	115.39	141.03	166.67	192.32	230.78
Cambridgeshire and Peterborough Fire Authority	36.30	42.35	48.40	54.45	66.55	78.65	90.75	108.90
PARISH COUNCILS :-								
Abbotsley	39.36	45.92	52.48	59.04	72.16	85.28	98.40	118.08
Abbots Ripton	22.39	26.12	29.85	33.58	41.04	48.50	55.97	67.16
Alconbury	36.71	42.82	48.94	55.06	67.30	79.53	91.77	110.12
Alconbury Weston	18.85	21.99	25.13	28.27	34.55	40.83	47.12	56.54
Alwalton	13.33	15.56	17.78	20.00	24.44	28.89	33.33	40.00
Barham & Woolley	12.82	14.96	17.09	19.23	23.50	27.78	32.05	38.46
Bluntisham	78.49	91.58	104.66	117.74	143.90	170.07	196.23	235.48
Brampton	53.39	62.29	71.19	80.09	97.89	115.69	133.48	160.18
Brington & Molesworth	27.32	31.87	36.43	40.98	50.09	59.19	68.30	81.96
Broughton	26.82	31.29	35.76	40.23	49.17	58.11	67.05	80.46
Buckden	40.17	46.87	53.56	60.26	73.65	87.04	100.43	120.52
Buckworth	47.75	55.70	63.66	71.62	87.54	103.45	119.37	143.24
Bury	18.65	21.75	24.86	27.97	34.19	40.40	46.62	55.94
Bythorn & Keyston	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Catworth	36.98	43.14	49.31	55.47	67.80	80.12	92.45	110.94
Chesterton	11.11	12.97	14.82	16.67	20.37	24.08	27.78	33.34
Colne	31.84	37.15	42.45	47.76	58.37	68.99	79.60	95.52
Conington	10.81	12.62	14.42	16.22	19.82	23.43	27.03	32.44
Covington	20.63	24.07	27.51	30.95	37.83	44.71	51.58	61.90
Denton & Caldecote	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Diddington	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Earith	32.19	37.55	42.92	48.28	59.01	69.74	80.47	96.56
Easton	19.55	22.81	26.07	29.33	35.85	42.37	48.88	58.66
Ellington	27.07	31.58	36.09	40.60	49.62	58.64	67.67	81.20
Elton	22.87	26.69	30.50	34.31	41.93	49.56	57.18	68.62
Eynesbury Hardwicke	8.55	9.97	11.40	12.82	15.67	18.52	21.37	25.64
Farcet	31.03	36.21	41.38	46.55	56.89	67.24	77.58	93.10
Fenstanton	27.78	32.41	37.04	41.67	50.93	60.19	69.45	83.34
Folksworth & Washingley	35.57	41.49	47.42	53.35	65.21	77.06	88.92	106.70
Glatton	10.10	11.78	13.47	15.15	18.52	21.88	25.25	30.30
Godmanchester	33.95	39.61	45.27	50.93	62.25	73.57	84.88	101.86
Grafham	28.01	32.68	37.35	42.02	51.36	60.70	70.03	84.04
Great & Little Gidding	45.69	53.31	60.92	68.54	83.77	99.00	114.23	137.08
Great Gransden	21.88	25.53	29.17	32.82	40.11	47.41	54.70	65.64
Great Paxton	24.89	29.03	33.18	37.33	45.63	53.92	62.22	74.66
Great Staughton	23.65	27.60	31.54	35.48	43.36	51.25	59.13	70.96
Haddon	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hail Weston	41.45	48.36	55.27	62.18	76.00	89.82	103.63	124.36
Hamerton	7.93	9.26	10.58	11.90	14.54	17.19	19.83	23.80

TABLE 1 Cont.	BAND A £	BAND B £	BAND C £	BAND D £	BAND E £	BAND F £	BAND G £	BAND H £
Hemingford Abbots	29.75	34.70	39.66	44.62	54.54	64.45	74.37	89.24
Hemingford Grey	25.99	30.33	34.66	38.99	47.65	56.32	64.98	77.98
Hilton	28.99	33.83	38.66	43.49	53.15	62.82	72.48	86.98
Holme	28.81	33.61	38.41	43.21	52.81	62.41	72.02	86.42
Holywell-cum-Needingworth	63.61	74.21	84.81	95.41	116.61	137.81	159.02	190.82
Houghton & Wyton	31.00	36.17	41.33	46.50	56.83	67.17	77.50	93.00
Huntingdon	58.80	68.60	78.40	88.20	107.80	127.40	147.00	176.40
Kimbolton & Stonely	52.88	61.69	70.51	79.32	96.95	114.57	132.20	158.64
Kings Ripton	36.53	42.61	48.70	54.79	66.97	79.14	91.32	109.58
Leighton Bromswold	30.00	35.00	40.00	45.00	55.00	65.00	75.00	90.00
Little Paxton	36.61	42.71	48.81	54.91	67.11	79.31	91.52	109.82
Morborne	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Offord Cluny	28.67	33.44	38.22	43.00	52.56	62.11	71.67	86.00
Offord D'Arcy	28.25	32.95	37.66	42.37	51.79	61.20	70.62	84.74
Oldhurst	11.58	13.51	15.44	17.37	21.23	25.09	28.95	34.74
Old Weston	7.57	8.84	10.10	11.36	13.88	16.41	18.93	22.72
Perry	17.61	20.55	23.48	26.42	32.29	38.16	44.03	52.84
Pidley-cum-Fenton	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ramsey	28.47	33.22	37.96	42.71	52.20	61.69	71.18	85.42
St.Ives	56.69	66.13	75.58	85.03	103.93	122.82	141.72	170.06
St.Neots	55.55	64.80	74.06	83.32	101.84	120.35	138.87	166.64
St.Neots Rural	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sawtry	54.22	63.26	72.29	81.33	99.40	117.48	135.55	162.66
Sibson-cum-Stibbington	35.77	41.74	47.70	53.66	65.58	77.51	89.43	107.32
Somersham	44.01	51.34	58.68	66.01	80.68	95.35	110.02	132.02
Southoe & Midloe	40.86	47.67	54.48	61.29	74.91	88.53	102.15	122.58
Spaldwick	26.37	30.77	35.16	39.56	48.35	57.14	65.93	79.12
Steeple Gidding	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Stilton	43.57	50.83	58.09	65.35	79.87	94.39	108.92	130.70
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	14.91	17.40	19.88	22.37	27.34	32.31	37.28	44.74
Tilbrook	19.05	22.22	25.40	28.57	34.92	41.27	47.62	57.14
Toseland	7.89	9.21	10.52	11.84	14.47	17.10	19.73	23.68
Upton & Coppingford	19.61	22.87	26.14	29.41	35.95	42.48	49.02	58.82
Upwood & the Raveleys	20.94	24.43	27.92	31.41	38.39	45.37	52.35	62.82
Warboys	26.02	30.36	34.69	39.03	47.70	56.38	65.05	78.06
Waresley	10.42	12.16	13.89	15.63	19.10	22.58	26.05	31.26
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	38.18	44.54	50.91	57.27	70.00	82.72	95.45	114.54
Woodhurst	17.21	20.07	22.94	25.81	31.55	37.28	43.02	51.62
Woodwalton	20.39	23.79	27.19	30.59	37.39	44.19	50.98	61.18
Yaxley	47.61	55.55	63.48	71.42	87.29	103.16	119.03	142.84
Yelling	7.25	8.45	9.66	10.87	13.29	15.70	18.12	21.74

TABLE 2	TOTAL CHARGES							
	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H
	£	£	£	£	£	£	£	£
Abbotsley	909.91	1,061.56	1,213.21	1,364.86	1,668.16	1,971.46	2,274.77	2,729.72
Abbots Ripton	892.94	1,041.76	1,190.58	1,339.40	1,637.04	1,934.68	2,232.34	2,678.80
Alconbury	907.26	1,058.46	1,209.67	1,360.88	1,663.30	1,965.71	2,268.14	2,721.76
Alconbury Weston	889.40	1,037.63	1,185.86	1,334.09	1,630.55	1,927.01	2,223.49	2,668.18
Alwalton	883.88	1,031.20	1,178.51	1,325.82	1,620.44	1,915.07	2,209.70	2,651.64
Barham & Woolley	883.37	1,030.60	1,177.82	1,325.05	1,619.50	1,913.96	2,208.42	2,650.10
Bluntisham	949.04	1,107.22	1,265.39	1,423.56	1,739.90	2,056.25	2,372.60	2,847.12
Brampton	923.94	1,077.93	1,231.92	1,385.91	1,693.89	2,001.87	2,309.85	2,771.82
Brington & Molesworth	897.87	1,047.51	1,197.16	1,346.80	1,646.09	1,945.37	2,244.67	2,693.60
Broughton	897.37	1,046.93	1,196.49	1,346.05	1,645.17	1,944.29	2,243.42	2,692.10
Buckden	910.72	1,062.51	1,214.29	1,366.08	1,669.65	1,973.22	2,276.80	2,732.16
Buckworth	918.30	1,071.34	1,224.39	1,377.44	1,683.54	1,989.63	2,295.74	2,754.88
Bury	889.20	1,037.39	1,185.59	1,333.79	1,630.19	1,926.58	2,222.99	2,667.58
Bythorn & Keyston	870.55	1,015.64	1,160.73	1,305.82	1,596.00	1,886.18	2,176.37	2,611.64
Catworth	907.53	1,058.78	1,210.04	1,361.29	1,663.80	1,966.30	2,268.82	2,722.58
Chesterton	881.66	1,028.61	1,175.55	1,322.49	1,616.37	1,910.26	2,204.15	2,644.98
Colne	902.39	1,052.79	1,203.18	1,353.58	1,654.37	1,955.17	2,255.97	2,707.16
Conington	881.36	1,028.26	1,175.15	1,322.04	1,615.82	1,909.61	2,203.40	2,644.08
Covington	891.18	1,039.71	1,188.24	1,336.77	1,633.83	1,930.89	2,227.95	2,673.54
Denton & Caldecote	870.55	1,015.64	1,160.73	1,305.82	1,596.00	1,886.18	2,176.37	2,611.64
Diddington	870.55	1,015.64	1,160.73	1,305.82	1,596.00	1,886.18	2,176.37	2,611.64
Earith	902.74	1,053.19	1,203.65	1,354.10	1,655.01	1,955.92	2,256.84	2,708.20
Easton	890.10	1,038.45	1,186.80	1,335.15	1,631.85	1,928.55	2,225.25	2,670.30
Ellington	897.62	1,047.22	1,196.82	1,346.42	1,645.62	1,944.82	2,244.04	2,692.84
Elton	893.42	1,042.33	1,191.23	1,340.13	1,637.93	1,935.74	2,233.55	2,680.26
Eynesbury Hardwicke	879.10	1,025.61	1,172.13	1,318.64	1,611.67	1,904.70	2,197.74	2,637.28
Farcet	901.58	1,051.85	1,202.11	1,352.37	1,652.89	1,953.42	2,253.95	2,704.74
Fenstanton	898.33	1,048.05	1,197.77	1,347.49	1,646.93	1,946.37	2,245.82	2,694.98
Folksworth & Washingley	906.12	1,057.13	1,208.15	1,359.17	1,661.21	1,963.24	2,265.29	2,718.34
Glatton	880.65	1,027.42	1,174.20	1,320.97	1,614.52	1,908.06	2,201.62	2,641.94
Godmanchester	904.50	1,055.25	1,206.00	1,356.75	1,658.25	1,959.75	2,261.25	2,713.50
Grafham	898.56	1,048.32	1,198.08	1,347.84	1,647.36	1,946.88	2,246.40	2,695.68
Great & Little Gidding	916.24	1,068.95	1,221.65	1,374.36	1,679.77	1,985.18	2,290.60	2,748.72
Great Gransden	892.43	1,041.17	1,189.90	1,338.64	1,636.11	1,933.59	2,231.07	2,677.28
Great Paxton	895.44	1,044.67	1,193.91	1,343.15	1,641.63	1,940.10	2,238.59	2,686.30
Great Staughton	894.20	1,043.24	1,192.27	1,341.30	1,639.36	1,937.43	2,235.50	2,682.60
Haddon	870.55	1,015.64	1,160.73	1,305.82	1,596.00	1,886.18	2,176.37	2,611.64
Hail Weston	912.00	1,064.00	1,216.00	1,368.00	1,672.00	1,976.00	2,280.00	2,736.00
Hamerton	878.48	1,024.90	1,171.31	1,317.72	1,610.54	1,903.37	2,196.20	2,635.44
Hemingford Abbots	900.30	1,050.34	1,200.39	1,350.44	1,650.54	1,950.63	2,250.74	2,700.88
Hemingford Grey	896.54	1,045.97	1,195.39	1,344.81	1,643.65	1,942.50	2,241.35	2,689.62

TABLE 2 Cont.	TOTAL CHARGES							
	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H
	£	£	£	£	£	£	£	£
Hilton	899.54	1,049.47	1,199.39	1,349.31	1,649.15	1,949.00	2,248.85	2,698.62
Holme	899.36	1,049.25	1,199.14	1,349.03	1,648.81	1,948.59	2,248.39	2,698.06
Holywell-cum-Needingworth	934.16	1,089.85	1,245.54	1,401.23	1,712.61	2,023.99	2,335.39	2,802.46
Houghton & Wyton	901.55	1,051.81	1,202.06	1,352.32	1,652.83	1,953.35	2,253.87	2,704.64
Huntingdon	929.35	1,084.24	1,239.13	1,394.02	1,703.80	2,013.58	2,323.37	2,788.04
Kimbolton & Stonely	923.43	1,077.33	1,231.24	1,385.14	1,692.95	2,000.75	2,308.57	2,770.28
Kings Ripton	907.08	1,058.25	1,209.43	1,360.61	1,662.97	1,965.32	2,267.69	2,721.22
Leighton Bromswold	900.55	1,050.64	1,200.73	1,350.82	1,651.00	1,951.18	2,251.37	2,701.64
Little Paxton	907.16	1,058.35	1,209.54	1,360.73	1,663.11	1,965.49	2,267.89	2,721.46
Morborne	870.55	1,015.64	1,160.73	1,305.82	1,596.00	1,886.18	2,176.37	2,611.64
Offord Cluny	899.22	1,049.08	1,198.95	1,348.82	1,648.56	1,948.29	2,248.04	2,697.64
Offord D'Arcy	898.80	1,048.59	1,198.39	1,348.19	1,647.79	1,947.38	2,246.99	2,696.38
Oldhurst	882.13	1,029.15	1,176.17	1,323.19	1,617.23	1,911.27	2,205.32	2,646.38
Old Weston	878.12	1,024.48	1,170.83	1,317.18	1,609.88	1,902.59	2,195.30	2,634.36
Perry	888.16	1,036.19	1,184.21	1,332.24	1,628.29	1,924.34	2,220.40	2,664.48
Pidley-cum-Fenton	870.55	1,015.64	1,160.73	1,305.82	1,596.00	1,886.18	2,176.37	2,611.64
Ramsey	899.02	1,048.86	1,198.69	1,348.53	1,648.20	1,947.87	2,247.55	2,697.06
St.Ives	927.24	1,081.77	1,236.31	1,390.85	1,699.93	2,009.00	2,318.09	2,781.70
St.Neots	926.10	1,080.44	1,234.79	1,389.14	1,697.84	2,006.53	2,315.24	2,778.28
St.Neots Rural	870.55	1,015.64	1,160.73	1,305.82	1,596.00	1,886.18	2,176.37	2,611.64
Sawtry	924.77	1,078.90	1,233.02	1,387.15	1,695.40	2,003.66	2,311.92	2,774.30
Sibson-cum-Stibbington	906.32	1,057.38	1,208.43	1,359.48	1,661.58	1,963.69	2,265.80	2,718.96
Somersham	914.56	1,066.98	1,219.41	1,371.83	1,676.68	1,981.53	2,286.39	2,743.66
Southoe & Midloe	911.41	1,063.31	1,215.21	1,367.11	1,670.91	1,974.71	2,278.52	2,734.22
Spaldwick	896.92	1,046.41	1,195.89	1,345.38	1,644.35	1,943.32	2,242.30	2,690.76
Steeple Gidding	870.55	1,015.64	1,160.73	1,305.82	1,596.00	1,886.18	2,176.37	2,611.64
Stilton	914.12	1,066.47	1,218.82	1,371.17	1,675.87	1,980.57	2,285.29	2,742.34
Stow Longa	903.88	1,054.53	1,205.17	1,355.82	1,657.11	1,958.40	2,259.70	2,711.64
Tetworth	870.55	1,015.64	1,160.73	1,305.82	1,596.00	1,886.18	2,176.37	2,611.64
The Stukeleys	885.46	1,033.04	1,180.61	1,328.19	1,623.34	1,918.49	2,213.65	2,656.38
Tilbrook	889.60	1,037.86	1,186.13	1,334.39	1,630.92	1,927.45	2,223.99	2,668.78
Toseland	878.44	1,024.85	1,171.25	1,317.66	1,610.47	1,903.28	2,196.10	2,635.32
Upton & Coppingford	890.16	1,038.51	1,186.87	1,335.23	1,631.95	1,928.66	2,225.39	2,670.46
Upwood & the Raveleys	891.49	1,040.07	1,188.65	1,337.23	1,634.39	1,931.55	2,228.72	2,674.46
Warboys	896.57	1,046.00	1,195.42	1,344.85	1,643.70	1,942.56	2,241.42	2,689.70
Waresley	880.97	1,027.80	1,174.62	1,321.45	1,615.10	1,908.76	2,202.42	2,642.90
Water Newton	870.55	1,015.64	1,160.73	1,305.82	1,596.00	1,886.18	2,176.37	2,611.64
Winwick	870.55	1,015.64	1,160.73	1,305.82	1,596.00	1,886.18	2,176.37	2,611.64
Wistow	908.73	1,060.18	1,211.64	1,363.09	1,666.00	1,968.90	2,271.82	2,726.18
Woodhurst	887.76	1,035.71	1,183.67	1,331.63	1,627.55	1,923.46	2,219.39	2,663.26
Woodwalton	890.94	1,039.43	1,187.92	1,336.41	1,633.39	1,930.37	2,227.35	2,672.82
Yaxley	918.16	1,071.19	1,224.21	1,377.24	1,683.29	1,989.34	2,295.40	2,754.48
Yelling	877.80	1,024.09	1,170.39	1,316.69	1,609.29	1,901.88	2,194.49	2,633.38

Cabinet

Report of the meetings held on 13th December 2007 and 31st January 2008

Matters for Decision

61. FINANCIAL STRATEGY, MEDIUM TERM PLAN 2009 - 2013 AND BUDGET 2008/09

The Cabinet has considered the content of the 2008/09 draft budget, the Medium Term Plan for the period 2009 - 2013 and the level of Council Tax for the following year. An amended version of the financial report considered by the Cabinet at their meeting held on the 31st January 2008 is included on the Agenda at Item No. 4.

In noting the deliberations of the Overview and Scrutiny Panel (Corporate and Strategic Framework) on this matter, the outcome of consultation with the business community on expenditure proposals and having considered the desirability or otherwise of reducing the level of general contingency fund in the budget given that there has been no call on it for 3 years, the Cabinet

RECOMMEND

- (a) **that, subject to further consideration being given by the Director of Commerce and Technology in conjunction with the Executive Councillor for Finance to a possible reduction in the level of the general contingency fund, the proposed Budget, Medium Term Plan and Financial Strategy appended to the Agenda at Item No. 4 be approved; and**
- (b) **that a Council Tax increase of 4.99% (£5.48), representing a level of £115.39 for Band D properties, be approved for 2008/09.**

62. TREASURY MANAGEMENT STRATEGY 2008/09

Reproduced as Appendix A is a proposed Treasury Management Strategy for 2008/09. 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 2008/09 Treasury Management Strategy be approved.

63. ON-LINE PETITIONS: PROCEDURAL IMPLICATIONS

By way of a report by the Head of Administration (attached as Appendix B) the Cabinet has been advised of the outcome of a review by a Working Group appointed by the Overview and Scrutiny Panel (Service Support) on ways of promoting and communicating the work of the Council's Scrutiny Panels and the use of information technology. Having noted the Working Group's recommendations with regard to "blogs", on-line forms, on-line petitions and other means of external communications, the Cabinet has –

- ◆ suggested that Councillors be encouraged to make use of the personal website facility on the Council's website as a means of communicating with Ward residents and the availability of a "blog" facility should they wish to use it;
- ◆ agreed not to host on-line forums because of the substantial resource implications involved and requested Officers to look into cost-effective ways of increasing opportunities for meaningful interaction through the Council's website;
- ◆ requested that on-line petition facilities be introduced using the Modern.Gov software system when this becomes available;
- ◆ supported the processing of on-line petitions under the existing constitutional arrangements, subject to a maximum of three petitions being presented at any meeting;
- ◆ endorsed the arrangements for on-line petitions whereby in the event of an on-line petition not having the requisite number of signatories or the organiser not being prepared to present it to Council, the petition be submitted for consideration to the relevant Overview and Scrutiny Panel, subject to the petition containing the names and addresses of at least 10 persons who live, work or own property in the District;
- ◆ requested the Corporate Governance Panel to consider amending the vexatious complainants procedure in the event of an excessive number of petitions being organised by one individual.

In so doing, the Cabinet

RECOMMEND

that the necessary constitutional changes be approved.

Matters for Information

64. MEDIUM TERM PLAN – REQUESTS FOR THE RELEASE OF FUNDS

The Cabinet has agreed to release appropriate funding from the Medium Term Plan for the following schemes and projects:-

- ◆ resurfacing of the synthetic pitch at St. Neots Leisure Centre;
- ◆ repairs to the pool roof at Huntingdon Leisure Centre;
- ◆ replacement of the dry-side boiler plant and accessibility improvements at St. Neots Leisure Centre; and
- ◆ the award of disabled facilities grants.

With regard to the schemes relating to Huntingdon and St. Neots Leisure Centres, the County Council has agreed to make a contribution of 26.15% towards all agreed schemes within the Centres' condition survey as part of a dual-use agreement for the Centres.

65. TREASURY MANAGEMENT

The Cabinet has reviewed the respective levels of performance achieved during the quarter 1st July to 30th September 2007 by the external Fund Manager in the matter of investment of the Council's capital receipts. At the same time and whilst discussing the provisional 2008/2011 revenue support grant settlement announced by the Government and the implications for the authority, the Cabinet has reiterated the need for Executive Councillors and Heads of Service to review critically all budgets and Medium Term Plan schemes.

66. ANIMAL WELFARE ACT 2006

The Cabinet has been acquainted with the new powers and duties created by the Animal Welfare Act 2006. Whilst the Act introduces a range of powers designed to enable local authority inspectors to carry out their existing duties more effectively, Executive Councillors have expressed concern that no direct additional funding is likely to be made available by the Government to assist in its implementation, particularly given the recent transfer of responsibility for dealing with stray dogs from the police to local authorities.

In adopting the powers set out in the Act, the Cabinet has authorised the Director of Operational Services and the Head of Environmental and Community Health Services to appoint Officers as inspectors and to initiate legal proceedings. The Cabinet also has agreed to give appointed Officers authority to exercise all powers set out in the Act in the course of their duties.

67. HUNTINGDON CONSERVATION AREA

Having been acquainted with the responses received from the consultation exercise on the Character Statement and Boundary Review for the Huntingdon Conservation Area, the Cabinet has agreed to adopt the documents for use as material considerations in planning decisions to ensure that the character and appearance of the area is not diminished. The Cabinet also has authorised the Head of Planning Services, after consultation with the Executive Councillor for Planning Strategy, Environment and Transport to make any minor consequential amendment to the text and illustrations as necessary.

68. RISK REGISTER

Following its identification as high risk in the Council's Risk Action Plan, the Cabinet has been made aware of the serious implications of any potential delay in the construction of the new A14 on the long term economic, environmental and social development of the District. In so doing, Executive Councillors have acknowledged the need to continue to lobby for a start on the scheme.

69. FINANCIAL MONITORING – REVENUE BUDGET

The Cabinet has noted the expected revenue budget variations already identified in the current year. With regard to the total amount of debts written-off in the year for Council Tax and National Non Domestic Rates, the Cabinet has been reminded of the decision by the Government to introduce charges for empty properties from 1st April 2008 and has requested that a breakdown of the costs outstanding from empty property rating be included within future reports.

70. MONITORING OF THE CAPITAL PROGRAMME 2007/08

The Cabinet has been acquainted with variations in the capital programme in the current year. In so doing, the Cabinet has approved a transfer of £65,000 from capital to revenue in respect of the Document Centre business systems development.

71. CAR PARKING STRATEGY – PROPOSED ACTION PLAN

Further to Item No. 50 of their Report to the meeting of the Council held on 5th December 2007, the Cabinet has approved the content of a Car Parking Strategy Action Plan for Huntingdonshire with sets out the short and long term proposals for car parking in the District up to 2011.

The Plan has been the subject of a consultation exercise carried out by the Car Parking Working Party during November and December 2007 following which the Overview and Scrutiny Panel (Service Support) considered the document at their meeting on 15th January 2008 (details of which are contained in Item No. 33 of their Report). In discussing the Panel's recommendations, Executive Councillors have expressed their support for a reduction of 25% in the cost of a

car parking Season Ticket for cars with CO² emissions of 120g/km or less being of the opinion that this represents a fair and equitable discount. With regard to the Panel's view that any surplus income generated by increased car parking should be ring-fenced to provide integrated, sustainable and accessible transport, the Cabinet has stressed that this would be inappropriate. Having thanked the Car Parking Working Group and the Overview and Scrutiny Panel for their input in the development of the Action Plan, the Cabinet has -

- ◆ endorsed the contents of the Car Parking Strategy Action Plan for Huntingdonshire;
- ◆ requested that steps be taken to amend the current Off-Street Parking Places Order to reflect the changes proposed in the Action Plan and their implementation with effect from 1st June 2008;
- ◆ approved the proposed car parking charges outlined as the first option in Annex D to the report; and
- ◆ endorsed a review of the arrangements following a period of 12 months with effect from the introduction of the revised charges.

Subsequently the Cabinet's decision regarding this matter has been called in by the Overview and Scrutiny Panel (Service Support) and will be discussed at a special meeting of the Panel on 20th February 2008.

72. CHARTER FOR QUALITY OF GROWTH IN CAMBRIDGESHIRE

The Cabinet has approved the publication of a Quality Charter for Growth produced by Cambridgeshire Horizons in partnership with representatives from the public, private and voluntary sectors. The aim of the Charter is to achieve higher standards for new housing development planned for the Cambridge Sun Region and it will be used to secure investment commitments from Government agencies and assist communications with existing communities and developers.

73. ST NEOTS OUTDOOR POOL

(The following report was considered as a confidential item under paragraphs 3 & 5 of Part 1 of Schedule 12A of the Local Government Act 1972)

The Cabinet has authorised the Chief Executive, after consultation with the Leader of the Council, to approve terms for the disposal of the site of the former St Neots outdoor pool site by the St Neots Swimming Pool Trust. The outdoor pool had been operating at a loss for many years and, subject to the consent of the Charity Commission, the Trust wish to dispose of the site and reinvest the proceeds of the sale in an alternative recreational facility to serve St Neots.

I C Bates
Chairman

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**2008/09 TREASURY MANAGEMENT STRATEGY
(Report by the Head of Financial Services)**

1. INTRODUCTION

- 1.1 A Treasury Management Strategy ensures 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 When the Government removed its controls on capital expenditure levels a few years ago it introduced the concept of the Prudential Code which pulled together a number of indicators related to capital expenditure, external debt and treasury management. Its purpose was to demonstrate that the Council's capital expenditure plans were affordable and to provide a set of limits, to be complied with, and indicators to be monitored during the forthcoming year. These indicators are shown as Appendix B to the strategy.
- 1.4 The proposed strategy is attached as an Annex A.

2. RECOMMENDATION

- 2.1 Cabinet is requested to recommend to Council that it approves this Strategy including the Prudential Code Indicators.

BACKGROUND PAPERS:

Background files in Accountancy Section: Treasury Management Reports
Reports on the 2008/09 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 2008/09

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.

GENERAL

Now that the Council only has one Fund Manager and all investments are in time deposits the treasury management function is less complex and less subject to short-term fluctuations in the financial markets. The treasury management strategy is therefore less detailed than in the past.

As a consequence the Council has reduced the support that it will need from its professional advisor and, although Members of the Capital Receipts Advisory Group will be kept informed of progress and any significant changes, they will not need to meet so regularly.

THE COUNCIL'S FINANCIAL STRATEGY

The Council's Financial Strategy is based on the following figures for reserves and borrowing:

FORECAST	2007/ 2008 £M	2008/ 2009 £M	2009/ 2010 £M	2010/ 2011 £M	2011/ 2012 £M	2012/ 2013 £M	2013/ 2014 £M	2014/ 2015 £M	2015/ 2016 £M	2016/ 2017 £M	2017/ 2018 £M	2018/ 2019 £M
Revenue reserves	19.1	17.1	14.6	10.6	6.8	4.4	3.0	3.0	3.0	3.0	3.0	3.0
Capital Reserves	17.3	3.4										
Total reserves** (EOY)	36.4	20.5	14.6	10.6	6.8	4.4	3.0	3.0	3.0	3.0	3.0	3.0
Need to borrow												
In year	0	0	9.8	6.4	6.2	3.9	4.0	4.2	4.3	4.4	4.6	4.7
Cumulative			9.8	16.2	22.4	26.3	30.3	34.5	38.8	43.2	47.8	52.5

** excluding cash flow surpluses and specific earmarked reserves (e.g. S106 and R&R Funds)

CASH FLOW

At any moment the Authority's investments will consist of three distinct elements - cash flow, reserves and long term borrowing.

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 overnight or for a few weeks.

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.

Long Term Borrowing in advance of need will require investment until the capital payments are expected to be made.

MANAGING THE REDUCTION IN RESERVES

The proposed budget/MTP requires the following sums to be available in the years shown below:

SUMS REQUIRED	2007/ 2008 £M	2008/ 2009 £M	2009/ 2010 £M	2010/ 2011 £M	2011/ 2012 £M	2012/ 2013 £M
Forecast sums required	11.8	15.9	6.0	3.9	3.9	2.4
Sums held by Managers						
CDCM	31.5					
Available for return by EOY	7.0	14.5	5.0	2.0	3.0	0
Required	3.8	3.9	6.0	3.9	3.9	2.4
In-house	20.0					
Available for return by EOY	8.0	12.0	0	0	0	0
Required	8.0	12.0	0	0	0	0

Thus the mandates and consequent investment decisions need to ensure the above sums are available, together with allowance for other funding (e.g. S106), when needed.

The overall position will remain volatile, necessitating daily review to ensure that as each investment comes to its end it is, where possible reinvested for the most advantageous period based on the latest financial projections. Any advance long term borrowing will have a significant impact on this plan.

LONG TERM BORROWING

Although borrowing is not required until 2009/10 to fund the Capital Programme, effective treasury management involves borrowing when interest rates are judged to be at the optimum level, even if the funds have then to be invested until the money is required; borrowing in this way is allowed if it is for planned capital expenditure. The definition of planned expenditure is not precise and has therefore been discussed with our external auditor who is comfortable with the interpretation of it being included in our approved MTP. Hence, once Council has approved the MTP in February the figure will be £26.3M.

The borrowing strategy includes the need to spread risk, so that the Council is never left with a high proportion of its debt becoming repayable at a single time or even in the same period of an interest rate cycle. When the Council borrows the repayment profile of the debt will need to be considered though this is not critical if the borrowing is from the Public Works Loans Board (PWLb) which is a Government Agency providing funds to government bodies at wholesale market rates. This is because they allow a borrower to reschedule their debt during the course of the loan based on a prescribed formula. The combination of these wholesale rates and the option to reschedule means that local authority borrowing is frequently from the PWLB though commercial bodies are becoming more involved in this market.

Interest rates have been monitored for over a year but to date they have not

been deemed to be low enough to justify early borrowing, however if rates become attractive some early borrowing can take place.

CATEGORIES OF INVESTMENT

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

Specified investments are:

- in sterling
- due to be repaid within 12 months
- not defined as capital expenditure in the capital finance regulations 2003
- with a body that has a high credit rating or it is made with the UK Government (gilts or CDs), or a local Authority.

Non-specified investments include all other types of investment, for example corporate bonds.

The only non-specified investments that will be used will be time deposits of greater than 12 months with a body that has a high credit rating or is a local Authority. (Time deposits are for specified periods and are returned in full after that period – they are not subject to value fluctuations as with Gilts and Corporate Bonds)

IN-HOUSE MANAGEMENT

The in-house fund (at the time of writing) consists of two elements:

- £20M of time deposits as a result of the return of funds from Investec in September 2007.
- £3.8M of short term net borrowing

The second element, 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.

The Council will need to approve a prudential indicator for the 'authorised limit for external debt'; which combines temporary borrowing for cash flow purposes and long-term borrowing to fund capital expenditure. A maximum of £46.3m is being recommended (£20m temporary plus £26.3m long term).

MANDATE FOR CDCM

The Mandate for CDCM is shown at Appendix A.

In order to ensure the Council will have the ability to recall funds as required in future years the mandate for CDCM requires that £4.5M, £4.5M, £6.5M,

£4.5M, £4.5M and £3M are available by the end of 2007/08 and the following 5 years

ADVISORS

The Council appointed Butlers as Treasury Management Advisors to assist in the original 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. Their contract ended in December.

It is advisable to retain an advisor to carry out the following narrower role:

- provide up-to-date information on credit ratings
- advise on borrowing and opportunities to borrow early
- provide economic data and interest rate forecasts

The service has been retendered and Sterling has been appointed for the next 3 years.

KEY POINTS

Definition of 'high credit rating' for specified investments

The Council's mandates require all investments to have a short-term rating of a minimum of F1, as defined by the credit rating agency FITCH or an equivalent rating agency

The frequency that credit ratings are monitored

Sterling monitors the credit ratings of banks and building societies and notifies your treasury management staff of any changes. 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 will immediately be removed from the counter-party list if its new rating is outside of the defined limits.

The categories of non-specified investments that can prudently be used during 2008/09

Time deposits over 12 months.

Liquidity of investments

The time deposits managed In-house and by CDCM are non-liquid investments (i.e. they will only be available at the end of the agreed period) and their mandate specifies the dates by which sums need to be available for return. These sums will be regularly reviewed and CDCM advised of any necessary changes as the year progresses.

During 2008/09, the minimum amount that will be held in investments available for return by the end of the year will be £16.5M

Limiting Counterparty Risk

CDCM advise the Council of all proposed investments in advance. This allows the Council to ensure that the combined CDCM and In-house investment with a Counterparty does not exceed the specified limits. For example: Both lists would allow £5M with Barclays Bank but the Council will limit its investment with Barclays to £5M in total.

MANAGEMENT

The Director of Commerce and Technology and his staff, supported by the Council's professional advisor, will manage and monitor investments and borrowing. The Capital Receipts Advisory Group will be kept informed of the situation and consulted on any significant changes to the Strategy.

The Cabinet will receive a six month report on the performance of the funds and an annual report on the performance for the year.

CHANGES TO THE STRATEGY

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 2008/09. Any 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, where significant.

Any other proposal to change this strategy will be referred back to the Council.

PRUDENTIAL INDICATORS

The Council's Prudential Indicators are attached at Appendix C. They are based on data included in the budget report and this Strategy. They set various limits that allow officers to monitor its achievement. These indicators must be approved by the Council and can only be amended by the Council.

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IN-HOUSE FUND MANAGEMENT

Duration of investments	£8M must be available at 31 March 2008 £12M must be available at 31 March 2009 No investment shall be longer than 3 years. <i>The amounts available for return in specific years will be reviewed regularly and the relevant manager informed of any changes.</i>
Types of investments	Fixed Deposits Deposits at call, two or seven day notice Money Market Funds No variable rate investments
Credit Ratings	F1+ by FITCH IBCA or equivalent
Maximum limits	£4m per institution or group for English and Scottish Clearing Banks and their subsidiaries, and Overseas Banks. Building Societies With assets more than £2,000m £4m With assets more than £1,000m £3m Other building societies in the top 25 £2m These totals apply to investments made up until 31 March 2009 but lower limits will be introduced for later years to avoid too high a proportion of funds being with any one counterparty.
Benchmark	LGC 7 day rate

CDCM MANDATE

Duration of investments	£4.5M must be available at 31 March 2008 £4.5M must be available at 31 March 2009 £6.5M must be available at 31 March 2010 £4.5M must be available at 31 March 2011 £4.5M must be available at 31 March 2012 £3M must be available at 31 March 2013 <i>The amounts available for return in specific years will be reviewed regularly and the relevant manager informed of any changes.</i>
Types of investments	Fixed Deposits Deposits at call, two or seven day notice Variable rate investments limited to 50% of the portfolio
Credit Ratings	F1+ by FITCH IBCA or equivalent
Maximum limits	£4m per institution or group for English and Scottish Clearing Banks and their subsidiaries, and Overseas Banks. Building Societies With assets more than £2,000m £4m With assets more than £1,000m £3m Other building societies in the top 25 £2m <i>These totals apply to investments made up until 31 March 2009 but lower limits will be introduced for later years to avoid too high a proportion of funds being with any one counterparty.</i>
Benchmark	3 month LIBID

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**CIPFA PRUDENTIAL CODE FOR CAPITAL FINANCE IN
LOCAL AUTHORITIES
PRUDENTIAL INDICATORS FOR 2008/09**

CAPITAL EXPENDITURE

1. Actual and Estimated Capital Expenditure

	2006/7 Actual £000	2007/8 Forecast £000	2008/9 Estimate £000	2009/10 Estimate £000	2010/11 Estimate £000
Gross	16,599	17,977	16,955	15,089	7,992
Net	14,837	13,070	15,472	14,334	7,497

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.

2006/7 Actual £000	2007/8 Forecast £000	2008/9 Estimate £000	2009/10 Estimate £000	2010/11 Estimate £000
-17%	-15%	-12%	-5%	-2%

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 new capital schemes that the Council has approved in the budget/MTP. It must ignore changes already approved, slippage, inflation and savings.

The actual planned change in Council Tax is different because of the impact of other variations and the use of revenue reserves.

	2008/9 Estimate	2009/10 Estimate	2010/11 Estimate
Increase	£3.68	-£0.06	£3.06
Cumulative	£3.68	£3.62	£6.68

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 have to borrow for capital purposes but may choose to do so:

31/3/07 Actual £000	2007/8 Forecast £000	2008/9 Estimate £000	2009/10 Estimate £000	2010/11 Estimate £000	2011/12 Estimate £000	2012/13 Estimate £000
0	0	0	9,834	6,397	6,164	3,909

It totals £26.3m over the MTP period.

5. Net borrowing and the capital financing requirement.

Borrowing must not be used to finance revenue spending except in the short term. In the short term it is legitimately used 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 2009/10 and the Authority will then need to fund most of its capital expenditure from long-term borrowing. However it is permitted to borrow a certain amount in advance of the need to fund capital expenditure (see paragraph 7 below).

EXTERNAL DEBT

6. The actual external borrowing at 31 March 2007

There was no borrowing.

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 £21.7m in 2007/08 and up to an aggregate of £26.3m in 2008/09 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 attractive. The remainder of the limit relates to temporary debt for Cash Flow Purposes.

	2007/8 Limit £000	2008/9 Limit £000	2009/10 Estimate £000	2010/11 Estimate £000
Short term	20,000	20,000	20,000	20,000
Long Term	21,700	26,300	30,300	34,500
Total	41,700	46,300	50,300	54,500

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. The short term and long term elements of the operational boundary will be monitored separately.

	2008/9 Limit £000	2009/10 Estimate £000	2010/11 Estimate £000
Short term	15,000	15,000	15,000
Long term	26,300	30,300	34,500
Total	41,300	45,300	49,500

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 as a percentage of total investments.

The mandates could result in a significant amount of the funds being at variable rates as CDCM has some deals where the rate is revised every quarter. In practice the exposure to variable rates is likely to be less and is effectively of a temporary nature due to the lender having an option to request repayment when rates fall.

	2008/9 Limit £000	2009/10 Estimate £000	2010/11 Estimate £000
Upper limit on fixed rate exposure	100%	100%	100%
Upper limit on variable rate exposure	50%	50%	50%

11. Borrowing Repayment Profile

The proportion of 2008/9 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.

Cash flow borrowing	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%

Funding capital schemes	Upper limit	Lower limit
Under 12 months	0%	0%
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	100%	

12. Investment Repayment Profile

Limit on the value of investments that cannot be redeemed within 364 days i.e. by the end of each financial year.

	2008/9 Estimate £000	2009/10 Estimate £000	2010/11 Estimate £000
Limit on investments over 364 days as at 1 April each year.	22,500	16,000	11,500

**THE USE OF ONLINE MEDIA
PROCEDURAL IMPLICATIONS
(Report by Head of Administration)**

1. INTRODUCTION

1.1 A working group led by Councillor A N Gilbert submitted a report to the Overview and Scrutiny Panel (Service Support) in September following an investigation into ways of promoting and communicating the work of the Council's scrutiny panels and the use of information and communications technology generally to highlight the work of the Council. As support was expressed by the Panel for the use of on-line petitions, a further report was requested on the potential constitutional implications and this was considered by the Panel in November.

1.2 The purpose of this report is to bring the Panel's conclusions to the attention of the Corporate Governance Panel and the Cabinet.

2. E-FORUMS WORKING GROUP

2.1 A copy of the group's report prepared by Councillor Gilbert is attached.

The Overview and Scrutiny Panel concluded that –

- councillors should try and make use of the personal website facility on the Council's website as a means of communicating with ward residents, although the decision whether to maintain a 'blog' should remain a matter for each individual councillor;
- the Council should not host on-line forums because of the substantial resource implications involved but that officers should look for cost effective ways of increasing opportunities for meaningful interaction through the Council's website;
- an on-line petition facility should be added to the Council's website in the most cost-effective way possible; and
- Scrutiny Panel members and Chairmen should be more proactive in using in-house methods of communication and engaging with external media.

The Modern.Gov software system used for the publication of agenda and minutes on-line enables Members to host their own web pages and 'blogs' and both training and day-to-day assistance is available from the Democratic Services Section to help Members who wish to avail themselves of this opportunity. An upgrade to the system is anticipated in December which will enable petitions to be undertaken on-line.

3. PETITIONS

- 3.1 An avenue exists currently for a petition on matters of relevance and containing a minimum of 50 signatories to be presented at a meeting of the Council. A similar mechanism applies to meetings of the Huntingdonshire Traffic Management Area Joint Committee.
- 3.2 Having considered whether an on-line petition should be treated any differently to one organised in a traditional manner, the Panel were of the opinion that, provided it contained the names and addresses or places of work of the signatories as opposed to e-mail addresses and someone being prepared to present it at a Council meeting, an on-line petition should be dealt with in accordance with the existing provisions of the constitution. There is a presumption that on-line petitions may be easier to organise and thus will be used more frequently. However subject to existing rules being complied with, this could stimulate interest in local democracy and attract more publicity for Council meetings. In order to prevent the possibility of a succession of petitions slowing down the business of the Council, the Panel suggest that an upper limit could be imposed of three per meeting.
- 3.3 The Panel were conscious that the Council has had to introduce a vexatious complainants procedure to prevent officers and Members from being bombarded with e-mails by individuals. On-line petitions, because of their immediacy, could provide a similar mechanism to generate excessive submissions to the Council. If this occurs, it may be necessary to re-visit the petitions and vexatious complainants procedures to prevent the process from being abused.
- 3.4 In the event of an on-line petition not generating the 50 signatures required to trigger its presentation to Council, it is suggested that it be dealt with by the relevant Overview and Scrutiny Panel, as long as it contains a minimum of 10 signatures. If an individual member of the public wishes to raise an issue with the Council, this will be dealt with under the 'community call to action' provisions of the Local Government and Public Involvement in Health Act 2007 and the Police and Justice Act 2006. Regulations and guidance on the implementation of those provisions will be issued in the New Year and will be brought to the attention of Members when they become available.

4. CONCLUSION

- 4.1 The experience of those authorities that have introduced the facility of on-line petitions is that this is a successful way of engaging with the community and enhancing the democratic process. The Modern.Gov software upgrade will enable this to be introduced at minimal cost other than staff time in moderating the process and, while there is no evidence that this will result in a large influx of petitions, a limit on the number of petitions per meeting, whether submitted on-line or in a traditional format, will mean that this will be kept at manageable proportions at Council meetings.

5. RECOMMENDATIONS

5.1 Having regard to the investigations they have commissioned, the Panel

RECOMMEND

- that councillors make use of the personal website facility on the Council's website as a means of communicating with ward residents, although the decision whether to maintain a 'blog' should remain a matter for each individual councillor;
- that on-line forums be not hosted by the Council because of the substantial resource implications involved but that officers look for cost effective ways of increasing opportunities for meaningful interaction through the Council's website;
- that an on-line petition facility be introduced using the Modern.Gov software system when this becomes available;
- that on-line petitions be processed under the existing constitutional arrangements, subject to a maximum of 3 petitions being presented at any meeting;
- that in the event of an on-line petition not having the requisite number of signatories or the organiser not being prepared to present it to Council, the petition be submitted for consideration to the relevant overview and scrutiny panel, subject to the petition containing the names and addresses of at least 10 persons who live or work or own property in the District;
- that in the event of an excessive number of petitions being organised by any one individual, the Corporate Governance Panel be requested to consider amending the vexatious complainants procedure accordingly; and
- that the Corporate Governance Panel recommend the Council to approve the necessary constitutional changes.

BACKGROUND PAPERS

Report by E-Forums working group submitted to Overview & Scrutiny Panel meeting held on 11th September 2007.

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**REPORT BY WORKING GROUP TO CONSIDER THE USE OF
ONLINE MEDIA TO PROMOTE THE WORK OF
HUNTINGDONSHIRE DISTRICT COUNCIL**

1. INTRODUCTION

The working group was established initially to look at ways of better promoting and communicating the work of the Council's overview and scrutiny panels. The working group's remit was subsequently expanded to consider the broader issues of using information and communications technology to promote the work of the Council generally and to foster greater citizen participation in local democracy. In carrying out its remit the group has looked particularly at the use of personal web logs (blogs), online discussion forums and online petitions. The group discovered that this path (of using such media for such purposes) was already fairly well trodden by others. Pilot studies have been carried out in some local authorities and the advice of those authorities was particularly helpful in reaching the recommendations contained in this report.

The body of the report considers four separate areas: blogs, online forums, online petitions, and other means of external communications. Some of these areas might serve to better promote the work of the scrutiny panels and the Council generally, while others are more concerned with facilitating citizen engagement in the democratic process.

2. BACKGROUND

An initial report dated 3 November 2006 was prepared by Councillor Gilbert and presented to the Overview and Scrutiny Panel (Service Support) on 14 November 2006. Councillors Dew and Thorpe subsequently joined the working group. The group met on 22 February 2007 to discuss matters further. A meeting was held on 29 March 2007 between the working group, Councillor Simpson, Chris Hall, Joe Bedingfield and Christine Deller. This meeting was helpful in ascertaining the views of officers and for better understanding some of the resource implications surrounding use of online media.

A brief verbal report was presented to the scrutiny panel by Councillor Gilbert on 12 June 2007. Following that report contact has been made with Kingston Borough Council and Bristol City Council and their experiences of using online petitions have been summarised in this report.

3. BLOGS

A blog is essentially an online journal detailing the musings of its author. Weblogs are increasingly being used by elected representatives and local government officials keen to communicate more effectively and efficiently with citizens, staff, media and other tiers of government.

The aim of blogging for civic leadership is to encourage two-way communication between councillors and local residents. Blogging councillors use their online diary to offer an insight into their day to day role as a local representative. Local issues are explored and residents are invited to give their comments and opinions.

Weblogs that work best are highly individualistic. Some blogs that encourage comments actually receive them (although there is currently no facility for doing this on the HDC member sites), but ultimately this is the personal online space of the owner. It is already possible for HDC members to use their existing personal website space (once set up) to host a blog. At present only a few members have a personal HDC website and none is currently using it to blog.

The group thought that blogs were best left to individual councillors to instigate if they had a specific desire to do so. If blogs are to be done well they require a lot of time to update. The facility already exists for members to organise a simple blog on their HDC webspace if they want to (although there is no interactivity function).

RECOMMENDATION

Councillors should try to make use of the personal website facility on the Council's website as a means of communicating with ward residents, but the decision whether to maintain a blog should remain an individual one.

4. ONLINE FORUMS

An online forum is a web-based facility whereby anyone can post an idea, ask a question or otherwise enter into debate over issues. The goal of online forums is to give everyone a greater voice in local decisions and encourage more citizen participation in local public policy-making. They also provide a forum for decision-makers to receive immediate feedback from the community on issues that must be decided or voted on.

The Office of the Deputy Prime Minister recently provided funding to pilot online forums in Brighton & Hove and the London Borough of Newham. These forums are loosely associated with the local authorities in their respective areas, although they are not hosted or moderated by those authorities. Councillor Gilbert's report of 3 November 2006 contains further information on the operation of the Brighton forum. Initial interest in the forums was at a fairly low level. There is evidence which shows that in Newham the local authority have distanced themselves from the forum and some councillors do not consider that it makes any valuable contribution to local debate.

The working group is concerned that a dedicated forum linked to, or hosted by, the Council site is not a viable option. For legal and ethical reasons it would require full-time monitoring by an officer and would

duplicate the facility provided by other privately operated local forums. This would clearly have substantial resource implications which would probably go beyond the potential benefits any such forum might offer. This view is shared by Chris Hall and Joe Bedingfield.

However, we did think that it would be useful to have on the Council website the function to post comments (after they have been checked by an officer) in response to specific news items, consultations etc. This would create a type of mini, subject-specific forum which would encourage public participation in the work of the council. Officers thought this idea would be feasible and would not involve significant resources to implement. It was also noted that the Council's website already offers a degree of interactivity. Joe Bedingfield has now brought together many of these interactive elements at www.huntsdc.gov.uk/haveyoursay.

RECOMMENDATION

Due to the substantial resource implications of hosting an online forum on the Council website, it is not recommended that the Council pursues this matter further. However, officers should continue to look for cost-effective ways of increasing the opportunities for meaningful citizen interaction through the Council's website.

5. ONLINE PETITIONS

Online petitions (or e-petitions) are simply petitions which are commenced, hosted and submitted via a website. They are being used by the Scottish parliament and some local authorities, notably Bristol City and Kingston Borough councils. Bristol and Kingston have been using e-petitions for about three years and they appear to be a successful way of providing another medium through which concerned citizens can raise a petition. In fact Bristol say that it is the most successful and most self-perpetuating e-democracy tool they have. (Information from Bristol City Council has been circulated separately to Members of the Panel).

It seems that having the online petition facility does not necessarily lead to an increase in the number of petitions submitted to a local authority. The online facility does not replace traditional paper petitions, but exists alongside it. Citizens who were not able to add their name to the petition online would still be able to sign a paper version. The technology merely enables people to organise the petition online. However, the Bristol and Kingston systems also allow for the submission of supporting documents (such as plans or photos) and there is the facility to post comments so that some debate about the subject of the petition can take place online. This requires some moderation but, according to Bristol, this is not an onerous responsibility. Once submitted to the Council the petition would be dealt with in the usual way as set out in the constitution.

The evidence from both authorities is that online petitions have enhanced citizen engagement in the democratic process and even influenced decision making. This has not come without cost. For the system to run

effectively an officer needs to be available to advise potential petitioners on the wording of their petition, and whether the issue can indeed be the subject of a petition. An officer would also need to moderate any comments left on the website (if such a facility were provided) and the facility would need appropriate IT support. The original software cost £7,000 (but attracted a subsidy of £3,000). However, it seems that alternative software will be available later this year at a vastly reduced cost. Overall it seems that online petitions would provide a useful additional medium through which Huntingdonshire residents can raise matters of public concern.

RECOMMENDATION

The Council adds an online petition facility to its website in the most cost-effective way possible.

6. OTHER FORMS OF EXTERNAL COMMUNICATION

The group also considered how traditional forms of external communications could be used to promote the panels' activities. We thought greater use could be made of District Wide and the website to highlight the work of scrutiny. We also thought that panel chairs should look to further develop press contacts and to supply them with regular news releases.

RECOMMENDATION

Scrutiny panel members and chairmen to be more proactive in utilising in-house methods of communication and engaging with external media.

BACKGROUND DOCUMENTS

Contact Councillor A Gilbert
 (01480) 219283

Standards Committee

Report of the meetings held on 6th December 2007 and 31st January 2008

Matters for Information

11. USE OF RESOURCES JUDGEMENTS 2006/2007

To comply with a requirement highlighted by the Audit Commission in their Use of Resources Judgement 2005/06 for “an assessment of the standards of ethical conduct across the organisation”, the Committee has noted the outcome of an annual survey of Code of Conduct complaints by type, locality and outcome and the training activity which has been undertaken or which is planned for the future. Having regard to the seven cases which had been reported in 2007, the Committee has concluded that there were no commonalities in the cases considered by the Board which required to be addressed specifically by training locally. However, the Committee has requested the Director of Central Services and Monitoring Officer to initiate a process to record Code of Conduct enquiries received from Town and Parish Clerks and Councillors to inform the Committee of the areas of the Code which give rise to the most enquiries.

12. 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 Councillors serving on Catworth and Earith Parish Councils.

Factsheets

The Committee has noted the content of two factsheets produced by the Standards Board for England on sections of the Code of Conduct relating to bullying, lobby groups and declarations of interest.

13. TRAINING – UPDATE

A summary of the response received from District Councillors and Town and Parish Councillors to the training sessions held on the Code of Conduct since the introduction of the new Model Code last May has been presented to the Committee. Although satisfied with the response received to the training activity undertaken by the Director of Central Services and Monitoring Officer, the Committee

has requested that a session on the Code be offered to parishes in the north of the District in the New Year and this has now been arranged for 28th February 2008.

14. CONSULTATION ON ORDERS AND REGULATIONS RELATING TO THE CONDUCT OF LOCAL AUTHORITY MEMBERS IN ENGLAND

The Department of Communities and Local Government has published a consultation paper entitled "Orders and Regulations relating to the Conduct of Local Authority Members in England". The consultation focuses primarily on local authority Standards Committees becoming responsible for assessing allegations of misconduct against Councillors and makes suggestions as to how the regime could operate via appropriate regulations and orders under the Local Government Act 2000, as amended.

The Committee has formulated a response to the consultation paper on behalf of the District Council and, in particular, has urged the Secretary of State to consider deferring implementation of the revised conduct regime until 1st September 2008 to enable local authorities sufficient time to make the arrangements necessary to implement the changes. A copy of the Committee's full response is available from the Democratic Services Section.

D L Hall
Chairman

Overview & Scrutiny Panel (Service Delivery)

**Report of the meetings held on 4th December 2007,
8th January and 5th February 2008**

Matters for Information

21. MIGRANT WORKERS IN HUNTINGDONSHIRE

The Panel has discussed the subject of migrant workers in Huntingdonshire. In noting the recent increase in migrant workers arriving in the District, Members have acknowledged that the information presented should be treated cautiously as accurate data has been difficult to obtain. The Panel's attention has been drawn to the financial implications for the Council of migrant workers in a number of service areas, for which no additional funding is available.

The Panel has been acquainted with the remit and work of the Cambridgeshire Migrant Workers Network which comprises agencies that engage with migrant workers. Members also have discussed migrants' entitlement to benefits.

The Panel has discussed a number of issues such as the language and accommodation problems migrant workers experience and the cessation of funding for the Regional College for language courses. Members have suggested that the Strategic Partnership should lobby the government for Cambridgeshire to become an English for Speakers of Other Languages targeted area. Comments have also been made on the need for improved recognition of migrant workers qualifications and for partner organisations to refer unregistered workers to other appropriate agencies.

The Panel has acknowledged the work of the Citizens Advice Bureau in proactively engaging with migrant workers and noted the additional resource implications for the Bureau caused by language difficulties, which prolong client interviews. In that context, the Panel has been informed of the role of the Migrant Gateway which includes providing interpreters for employers.

22. ENHANCED CLEANSING SERVICES: PILOT STUDY

(The following report was considered as a confidential item under paragraph 1, 7A of Part 1 of Schedule 12A of the Local Government Act 1972)

In pursuit of the Panel's current study on Town Centre Cleaning Regimes, the Panel has received a report on the current arrangements for street cleansing in the District, which contains details of options to increase service levels in St Ives. Members have been informed of the street cleansing standards that have been adopted by the Council and the financial constraints on the Council.

The Panel has commented on the cleanliness of the District's town centres as a result of the Saturday night time economy and the effect of litter on Sunday trade and tourism. The financial implications for the Council of providing a full cleansing service on Sundays have been highlighted to the Panel.

The Panel has considered alternative ways of achieving enhanced levels of street cleansing but has expressed support for the introduction of a full cleansing service every day of the week. A report on this will be presented to a future meeting of the Panel.

23. PATIENT AND PUBLIC INVOLVEMENT FORUMS – ANNUAL REPORT

The Panel has received and noted the Patient and Public Involvement Forums Annual Report 2006/07 National Summary. Members have decided to await the establishment of Local Involvement Networks before deciding whether to undertake any work on health matters.

24. LOCAL PETITIONS AND CALLS FOR ACTION

The Panel has been acquainted with legislative changes affecting Overview and Scrutiny and with government consultation on local petitions and calls for action. The Panel has noted that the changes are intended to enhance the powers of the Overview and Scrutiny Committees. Having expressed support for the principle of holding a Countywide Scrutiny Seminar, the Panel has endorsed responses to specific questions raised on the consultation document.

25. OVERVIEW AND SCRUTINY PANEL (SERVICE DELIVERY) – PROGRESS

The Panel has reviewed its programme of studies at each of its meetings. Clarification is currently being sought on the timetable for future consideration of the Environment Strategy and information is being collated on the schemes administered by the Council as part of the study on grant aid.

26. WORKING GROUPS

(a) Promoting Health in Older People through Physical Exercise

The Panel has been acquainted with the Cabinet's decisions in response to recommendations following completion of the study on Promoting Better Health in Older People through Physical Exercise. The Panel has decided to reconvene the Working Group to address the issues that required further attention.

(b) Disability Access Study

The Panel has received progress reports on the study on Disability Access. An analysis of responses received from Town and Parish Councils to a questionnaire on access for those with disabilities to premises, facilities and other sites in the District has been considered. The Panel has agreed that the precise location of defective dropped kerbs and areas where dropped kerbs should be installed and their priority should be obtained from those who had responded to the survey. Once obtained they will be forwarded to the County Council either for action or identification of those areas that do not fall within its remit. A similar exercise will be carried out on parking practices within the District, with the findings being forwarded to the Police for comment.

Investigations are currently being made into the existence of a Disability "Blue" Route Scheme that was implemented by the Council in previous years.

The Panel has reviewed access to public transport services and has agreed to put to bus operators comments on the need for more low level buses and for training for public transport employees on the needs of those with disabilities. It has further been agreed to refer to the County Council a suggestion that those who care for individuals with disabilities should be provided with free bus travel.

Details of potential organisations to consult on the Council's policies with regards to disability access have also been presented to the Panel. Each organisation is to be consulted on whether it would be prepared to assist the Council in this way.

A presentation by the Forum Manager of Directions Plus is to be delivered to the Panel at a future meeting.

(c) State of the District Consultation Working Group

The final report of the State of the District Consultation Working Group has been submitted to the Panel, containing recommendations arising from the study. Having reviewed

the Working Group's recommendations, the Panel has recommended to the Cabinet that four area consultation events should be held across the District to encourage public engagement with the Council. The Communications and Marketing Manager and her team will help to market the events. The Panel has endorsed a suggestion that Town and Parish Councils and the County Council should be involved.

(d) Adoption of Roads and Sewers

The Panel has received an update on the work of the Adoption of Roads and Sewers Working Group.

Other Matters of Interest

27. GROWING SUCCESS

The Panel has been acquainted with a decision made by the Cabinet requesting the views of the Corporate Plan Working Group to be incorporated into future performance reports under Growing Success. As the Working Group's role is to identify matters for consideration, Members have expressed the view that the whole Panel's comments should be forwarded to the Cabinet.

28. LOCAL GOVERNMENT ACT 2000 – FORWARD PLAN

The Panel has been acquainted with details of the relevant Forward Plan of Key Decisions at its meetings. Members have been informed that an item on kerbside recycling will be incorporated into the Environment Strategy for consideration at a future meeting.

29. SCRUTINY

The Panel has considered the latest editions of the Decision Digest and received answers to queries on matters contained therein.

S J Criswell
Chairman

Overview & Scrutiny Panel (Service Support)

**Report of the meetings held on 11th December 2007
and 15th January 2008**

Matters for Information

31. MONITORING OF SECTION 106 AGREEMENTS

Having been updated on the receipt and expenditure of money negotiated under Section 106 Agreements, the Panel has been pleased to learn of discussions to review the current process for the distribution and allocation of Section 106 funding with a view to introducing changes to enable greater transparency, clearer responsibilities and improved communications with Ward Members.

As a result of questions over the time taken to expend money received from Section 106 Agreements, the Panel has been assured that improvements have been made and progress is underway to spend the outstanding balances.

32. LOCAL PROCUREMENT REVIEW

Following an earlier review of local procurement, a Working Group has met representatives of the local business community to monitor progress on the actions agreed at the outcome of the review. Following positive and constructive discussions, a number of future measures will be explored to facilitate awareness on the part of local businesses of future Council contracts and improved opportunities for local procurement.

The Panel has been made aware of the technical difficulties encountered in establishing an electronic alert for additions to the online contracts register but is pleased to report that this has subsequently been implemented satisfactorily.

The Working Group will be holding a further meeting in the new municipal year to review the position and continue the dialogue with business community representatives to consider the implications of the Council's emerging Environment Strategy.

33. CAR PARKING STRATEGY AND REVISED PARKING CHARGES

The Panel has received a presentation and report detailing the Council's proposed Car Parking Strategy Action Plan following the

recommendations made previously by the Panel and Cabinet at their October 2007 meetings. The Panel has been acquainted with the results of a consultation exercise undertaken by the Car Parking Working Party involving 200 local stakeholder groups and organisations that was carried out during November and December 2007.

Notwithstanding the view of the Working Party that they had considered carefully the views submitted the Panel was disappointed that, of the recommendations made by the Panel and Cabinet, only one appeared to have been adopted by the Working Party which was to extend the long stay period in car parks from nine hours to ten to deter commuters.

With regard to the content of the draft Action Plan, the Panel is particularly concerned that its recommendation for higher incentives than the proposed 25% reduction in the cost of car parking season tickets/residents parking permits for vehicles of low CO2 emissions has not been accepted. As a result, the Panel feels that the Action Plan is not sufficiently ambitious to have a noticeable impact in encouraging motorists to consider air quality, fuel economy or CO2 emission levels when next purchasing a car.

The Panel also reiterated its view that the existing strategy provides for “any surplus income from car parking charges should be used to encourage integrated, sustainable and accessible transport”. The Panel therefore believes that the Cabinet should clearly demonstrate where income from car parking charges is spent.

The Panel has acknowledged that in order to progress the matter, the Action Plan should be implemented but has recommended that a further review of the Car Parking Strategy commence immediately after the existing changes have been implemented to address, in particular, the more environmentally sensitive use of the car.

34. QUALITY CHARTER FOR GROWTH IN CAMBRIDGESHIRE

The Panel has received a report summarising the current draft of the Quality Charter for Growth in Cambridgeshire produced by Cambridgeshire Horizons and a number of partners to achieve higher standards in new housing developments. The Panel has been informed that the Charter is intended to apply to the Cambridge Sub Region only and that the proposed Core Strategy for the District is already underpinned by sustainable development proposals which will be supplemented by Quality Charter proposals.

In respect of its geographical application, the Panel has drawn attention to a number of discrepancies in the report where it has variously been described as applying to Cambridge, Cambridgeshire and the Sub Region and has suggested that these terminology inaccuracies be pointed out to Horizons.

35. WORKPLAN STUDIES

The Panel has discussed its work plan and noted the progress made to date with the Parish Charter and Town Centre Initiative Working Groups and the imminent reports of the Travel Plan and Cycling Working Groups expected at the Panel's February meeting.

36. OVERVIEW AND SCRUTINY PANEL (SERVICE SUPPORT) - PROGRESS

The Panel has been apprised of progress on actions required as a result of previous decisions.

37. FORWARD PLAN

The Panel has been acquainted with details of the Forward Plan of forthcoming key decisions prepared by the Leader of the Council. In doing so Members have identified a number of items for consideration at future meetings and have been updated on the likely dates for consideration of those reports previously requested.

J A Gray
Chairman

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Overview & Scrutiny Panel (Corporate and Strategic Framework)

**Report of the meetings held on 29th January and
6th February 2008**

Matters for Information

**8. FINANCIAL STRATEGY, MEDIUM TERM PLAN 2009 - 2013 AND
BUDGET 2008/09**

The Panel has reviewed the Financial Strategy, Medium Term Plan 2009 - 2013 and the Budget and level of Council Tax for 2008/09 which is included as a separate item elsewhere on the Agenda for the Council meeting.

The Panel is disappointed that the Council continues to be affected adversely by the Government's Revenue Support Grant damping mechanism which will result in grant continuing to be withheld from the Council over the next 3 years to cushion against losses in other authorities. Notwithstanding a recognition in the grant settlement of the District's growth in population, a total of £804,000 will be withheld in 2008/09 to which the Council would have been entitled. Although the Panel has been assured that other potential funding streams will be explored and that efficiency savings and reductions in expenditure will continue to be sought, the Panel is concerned that the grant withheld will more than double in 2008/09 which will make compliance with the Council's Financial Strategy more difficult to achieve.

The Panel has been acquainted with details of the Executive Councillors' involvement in developing the current proposals and noted the rationale for changing the procedure for approving the release of funding for individual schemes from the Medium Term Plan. Having done so, the Panel is satisfied that sufficient safeguards are in place to monitor the release of funding and its expenditure.

The Panel has discussed the Government's statements in terms of council tax levels and capping for the forthcoming year and has been advised of the likely approach to be taken by other Councils. Because of the lack of certainty in the Minister's announcement on capping, the Panel has assessed the risks inherent in varying levels of increase in Council Tax. On that basis, the Panel has expressed its support for an increase of 4.99% in Band D equivalent Council Tax in 2008/09. The Panel considered a number of suggestions by a Member for inclusion in the budget, which were not pursued and therefore also expressed support for the proposed Budget and Medium Term Plan as presented.

The Panel's views were conveyed to the Cabinet at their meeting on 31st January 2008 to assist them in formulating their recommendations to Council on these matters. (Item No. 61 of their Report refers.)

**9. GROWING SUCCESS:
CUSTOMER SERVICE, COMMUNICATIONS & MARKETING AND
CONSULTATION & ENGAGEMENT STRATEGIES**

The Panel has considered the Customer Service, Communications and Marketing, and Consultation and Engagement Strategies, which have been revised following the adoption of a revised version of Growing Success, the Council's Corporate Plan, in June 2007. The Panel has been informed that the strategies are mutually supportive and inherently connected in terms of the objectives that they are seeking to promote. The Panel has been advised that the strategies will be reviewed every three years, with the respective action plans reviewed on an annual basis.

With regard to the revised Customer Service Strategy, the Panel has been acquainted with the "Customer Insight" concept to be adopted across the authority, which seeks to identify the needs of customers thereby enabling the Council to provide services in a way that meets individual needs. The Panel has been advised that the formation of a customer services team under the responsibility of a single Head of Service together with the effective use of resources will support the delivery of the strategy. The action plan for this strategy has yet to be finalised but will be presented to Cabinet at its meeting on 21st February 2008.

The Panel has been informed of the background to the decision to expand and strengthen the former Communications and Consultation Strategy by creating two separate strategies for Communications and Marketing and for Consultation and Engagement. The Panel has acknowledged the benefits of both strategies, particularly, the need to begin marketing services that are subject to competition and tailoring information on other services to the needs of individuals. Members have been informed of the provisions in the Consultation and Engagement Strategy to support their roles.

The Panel has been advised that the documents will be used primarily as internal corporate strategies, with an executive summary of each being made available on the website for public use. The Council's performance against the strategies will be reported through the performance management system.

On the basis of the information presented, the Panel has expressed its support for the approval and implementation of the strategies presented.

S J Criswell/J A Gray
Chairmen

Development Control Panel

**Report of the meetings held on 17th December 2007
and 21st January 2008**

Matters for Information

**16. LOCAL DEVELOPMENT FRAMEWORK: THE CORE STRATEGY –
PREFERRED OPTIONS**

Further to Item No. 13 of their Report to the meeting of the Council held on 5th December, 2007, the Panel has endorsed the content of the Core Strategy: Preferred Options document having had the opportunity to attend various stakeholder meetings and seminars in the interim and to discuss the matter informally.

The Panel has been assured that the Core Strategy has been drafted to take account of the policies emerging from the Sustainable Community Strategy and Regional Spatial Strategy and that it would indicate that the District Council planned to achieve a minimum of 40% affordable housing provision from proposed new development.

**17. THE VALIDATION OF PLANNING APPLICATIONS –
STANDARDISATION OF PLANNING APPLICATION FORMS**

The Government proposes to introduce, with effect from 6th April 2008, a new national application form for planning permission to be known as 1APP. Draft “best practice” guidance has been issued to support the use of the standard application form and this has provided assistance on the scope of information that should be supplied with planning applications as specified in “local lists” which are drawn from a nationally defined list but which include items of relevance to particular locations i.e. flood risk assessments. 1APP will be available online and in its electronic format, will determine the scope of planning consents required thus reducing the possibility of an invalid application. The Government anticipates that this process will result in faster decision making. Having noted the potential impact of the new procedures on the Development Control team and in accordance with the necessary process for adoption, the Panel has endorsed the content of the suggested “local list” for consultation with relevant stakeholders with a view to implementation of the new arrangements from 6th April 2008.

18. HUNTINGDONSHIRE DESIGN GUIDE REVIEW: PILOT PROJECT

In Item No. 19 of their Report to the meeting of the Council held on 6th December 2006, the Panel reported upon their involvement in training and exercises to contribute to the compilation of design review methodology through which completed developments would be assessed with a view to improving the planning application and design process in the future. At that time, Members had expressed some disquiet at the scoring methodology suggested, the repetition of questions and the absence of criteria relating to landscaping and quality of detail/workmanship.

Subsequently another pilot project has been proposed which will comprise a review of four developments in Huntingdon. Having suggested that the procedure for review be adjusted to avoid limiting consideration of schemes to a gross site area of more than 0.5ha, given that small developments could equally be significant in terms of good or bad design, the Panel has approved the proposed assessment method and procedure subject to review after the pilot project and a trial period of twelve months duration.

19. DEVELOPMENT APPLICATIONS

Over two meetings, the Panel has determined a total of twenty-one development applications of which twelve were approved, eight refused and one deferred to allow the submission of a detailed dimensional plan and a more definitive comment from the Local Highway Authority.

Of particular interest to the Council will be the consent given by the Panel to an application for the construction of an all weather football pitch and floodlights at the St Ivo Outdoor Complex, California Road, St Ives.

P G Mitchell
Chairman

Corporate Governance Panel

Report of the meeting held on 12th December 2007

Matter for Decision

11. THE USE OF ON-LINE MEDIA: PROCEDURAL IMPLICATIONS

By reference to a report by the Head of Administration (a copy of which is reproduced as Appendix B to the Report of the Cabinet) the Panel has been acquainted with the procedural implications of recommendations made by the Overview and Scrutiny Panel (Service Support) on the use of on-line media. The Panel has noted the range of matters considered by the Overview and Scrutiny E-Forums Working Group in the course of a study on this subject and, in particular, their conclusion relating to the introduction of on-line petitions using the Modern.Gov software system, when this becomes available.

Having considered the changes required to the Constitution to enable on-line petitions to be processed, the Panel

RECOMMEND

that in Part 4 of the Constitution the second and third paragraphs of 10A.4 be deleted to be replaced by:

“A written petition shall contain the name, address and signature of each person who signed it. The name and address shall be in a legible format. An on-line petition shall contain the name and address of each person who is party to it. A petition shall indicate which one of the signatories is to present the petition.

The petition shall be sent to office of the Chief Executive who shall decide whether the petition concerns a matter on the Agenda for a full Council meeting and if it is not, it will be scheduled for inclusion on the Agenda for the next ordinary full Council meeting. A maximum of three petitions will be presented at any meeting.

If an on-line petition does not have the requisite number of signatories or the organiser is not prepared to present it to the Council, the petition shall be submitted for consideration to the relevant Overview and Scrutiny Panel, subject to the petition containing the names and addresses of at least 10 persons who live or work or own property in the District.”

Matters for Information

12. CALCULATION OF COUNCIL TAX BASE 2008/2009

In accordance with Section 34 of the Local Government Finance Act 1992 and the Local Authorities (Calculation of Tax Base) Regulations 1992 (as amended), the Panel has approved the amount calculated by the District Council as the tax base for the whole District for the year 2008/09 as 57,785. The amounts for the parts of the District listed below for the same year shall be for the Parish of -

Abbotsley	188
Abbots Ripton	134
Alconbury	563
Alconbury Weston	283
Alwalton	125
Barham & Woolley	26
Bluntisham	727
Brampton	1,795
Brington & Molesworth	112
Broughton	87
Buckden	1,145
Buckworth	50
Bury	590
Bythorn & Keyston	145
Catworth	137
Chesterton	60
Colne	335
Conington	74
Covington	42
Denton & Caldecote	24
Diddington	30
Earith	580
Easton	75
Ellington	234
Elton	290
Eynesbury Hardwicke	780
Farcet	580
Fenstanton	1,200
Folksworth & Washingley	350
Glatton	132
Godmanchester	2,258
Grafham	238
Great & Little Gidding	127
Great Gransden	457
Great Paxton	375
Great Staughton	310
Haddon	21
Hail Weston	238
Hamerton	42
Hemingford Abbots	325
Hemingford Grey	1,154

Hilton	445
Holme	243
Holywell-cum-Needingworth	980
Houghton & Wyton	1,215
Huntingdon	6,774
Kings Ripton	73
Kimbolton & Stonely	590
Leighton Bromswold	80
Little Paxton	1,145
Morborne	11
Offord Cluny	200
Offord d'Arcy	295
Old Hurst	95
Old Weston	88
Perry	265
Pidley-cum-Fenton	155
Ramsey	2,880
St Ives	5,650
St Neots	9,120
St Neots Rural	40
Sawtry	1,737
Sibson-cum-Stibbington	205
Somersham	1,365
Southoe & Midloe	155
Spaldwick	225
Steeple Gidding	12
Stilton	785
Stow Longa	60
Tetworth	20
The Stukeleys	760
Tilbrook	105
Toseland	38
Upton & Coppingford	85
Upwood & The Raveleys	412
Warboys	1,358
Waresley	128
Water Newton	42
Winwick	41
Wistow	220
Woodhurst	155
Woodwalton	85
Yaxley	2,872
Yelling	138
	<u>57,785</u>

13. INTERNAL AUDIT SERVICE - CHANGING REPORTING PERIODS

The Panel has approved a proposal to change the Internal Audit Service reporting period. The change will align the timing of the Internal Audit Report and Opinion with that of the Corporate Governance Statement. The Panel also has agreed that the audit plan year should run from August to July inclusive and has requested

that a plan for the four months ending July 2008 be presented at their next meeting. The Internal Audit strategy will be amended to reflect these changes.

14. REVIEW OF THE ANTI-FRAUD AND CORRUPTION STRATEGY

The Panel has been acquainted with the outcome of a review of the Anti-Fraud and Corruption Strategy, which identified a number of recommended changes arising from fraud legislation. Subject to some minor alterations, the Panel has adopted the revised strategy.

15. REVIEW OF CONSTITUTION

The Panel has been acquainted with the deliberations of the Overview and Scrutiny Panel (Service Delivery) on a suggestion raised during the last review of the Constitution with regard to the introduction of a District Youth Forum.

The Service Delivery Panel concluded that while the suggestion had merit, work already was being undertaken in a number of areas with young people and that there was insufficient participation locally in youth councils at town and parish level to justify a District Youth Forum as originally envisaged. The Corporate Governance Panel has therefore decided not to pursue this matter further at the present time.

C J Stephens
Chairman