

A meeting of the **OVERVIEW AND SCRUTINY PANEL (SERVICE SUPPORT)** will be held in the **COUNCIL CHAMBER, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **TUESDAY, 11 MARCH 2008** at **7:30 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. MINUTES (Pages 1 - 10)

To approve as a correct record the Minutes of the meetings of the Panel held on 12th February and 20th February 2008.

**Miss N Giles
387049**

2. MEMBERS' INTERESTS

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

3. LOCAL GOVERNMENT ACT 2000: FORWARD PLAN (Pages 11 - 16)

In accordance with the agreed procedure, Members are invited to note the Plan and comment on the items contained therein. A copy of the current Forward Plan is attached.

**Miss N Giles
387049**

4. CALL CENTRE QUARTERLY REPORT: OCTOBER - DECEMBER 2007 (Pages 17 - 28)

To consider a report outlining the Call Centre's performance during the pervious quarter.

**Ms M Greet
375882**

5. MONITORING SECTION 106 AGREEMENTS (Pages 29 - 46)

To consider the quarterly monitoring report outlining the progress in the expenditure of benefits received from the Section 106 Agreements.

**Miss Y
Brandstatterova
388463**

6. GROWING SUCCESS : PERFORMANCE MONITORING (Pages 47 - 54)

To consider a report by the Head of Policy and Strategic Services outlining performance management information on Growing Success – the Council's Corporate Plan.

**H Thackray
388035**

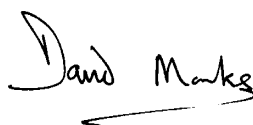
7. SHARED SERVICES (Pages 55 - 58)

To receive a report updating Members on the current progress of the Shared Services initiatives.

**T Parker
388100**

8. **BUILDINGS OF SPECIAL ARCHITECTURAL OR HISTORIC INTEREST** (Pages 59 - 74)
- To receive a report outlining the involvement of the District Council in the listing and de-listing of buildings of special architectural or historic interest.
- Louise Brown
388458**
9. **CAR PARKING STRATEGY - CALL IN** (Pages 75 - 78)
- To consider a report on the Cabinet's decisions to the Panel's recommendations arising from the Call in meeting of the Panel held on 20th February 2008.
- Miss N Giles
387049**
10. **TOWN CENTRE INITIATIVES WORKING GROUP** (Pages 79 - 84)
- To receive a report outlining the findings of the Town Centre Initiatives Working Group.
- Miss H Ali
388006**
11. **CYCLING WORKING GROUP** (Pages 85 - 92)
- To consider a report on the Cabinet's decisions in response to the Panel's recommendations arising from the study by the Cycling Working Group.
- Miss H Ali
388006**
12. **TRAVEL PLAN WORKING GROUP** (Pages 93 - 104)
- To consider a report on the Cabinet's decisions in response to the Panel's recommendations arising from the study by the Travel Plan Working Group.
- Miss N Giles
387049**
13. **WORKPLAN STUDIES** (Pages 105 - 112)
- To consider, with the aid of a report by the Head of Administration, the programme of studies.
- Miss N Giles
387049**
14. **OVERVIEW AND SCRUTINY (SERVICE SUPPORT)** (Pages 113 - 124)
- To consider a report by the Head of Administration on decisions taken by the Panel.
- Miss N Giles
387049**
15. **SCRUTINY** (Pages 125 - 132)
- To scrutinise decisions since the last meeting. A copy of the relevant Decision Digest is attached.
- Miss N Giles
387049**

Dated this 29 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 Miss N Giles, Trainee Democratic Services Officer, Tel No 01480 387049/e-mail: Natalie.Giles@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 Panel.

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

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

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

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

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit and to make their way to the car park adjacent to the Methodist Church on the High Street (opposite Prima's Italian Restaurant).