

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, 3 DECEMBER 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 Parish Priest of the Church of the Sacred Heart, St Ives, Father Paul Maddison, 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 24th September 2008.

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. DEVELOPMENT APPLICATION - ERECTION OF 20 HOUSES AND 9 FLATS WITH ASSOCIATED WORKS AND LANDSCAPING, INFORMAL OPEN SPACE, NORTH WEST OF 5 MAYFIELD ROAD, HUNTINGDON (Pages 13 - 48)

To consider a report by the Development Control Manager in conjunction with the Report of the Development Control Panel (Item No. 15 refers).

4. REPORTS OF THE CABINET, COMMITTEES AND PANELS

(a) Cabinet (Pages 49 - 80)

(b) Standards Committee (Pages 81 - 82)

(c) Overview and Scrutiny Panel (Corporate and Strategic Framework) (Pages 83 - 84)

(d) Overview and Scrutiny Panel (Service Support) (Pages 85 - 88)

- (e) Overview and Scrutiny (Service Delivery) (Pages 89 - 94)
- (f) Development Control Panel (Pages 95 - 98)
- (g) Employment Panel (Pages 99 - 100)
- (h) Licensing and Protection Panel (Pages 101 - 102)
- (i) Licensing Committee (Pages 103 - 104)
- (j) Appointments Panel (Pages 105 - 106)
- (k) Corporate Governance Panel (Pages 107 - 108)

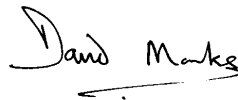
5. ORAL QUESTIONS

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

6. LOCAL GOVERNMENT ACT 1972: SECTION 85

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

Dated this 25th day of November 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*).

**If you would like a translation of
Agenda/Minutes/Reports or would like a large text
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and we will try to accommodate your needs.**

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Agenda Item 1

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the COUNCIL held in the Council Chamber, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Wednesday, 24 September 2008.

PRESENT: Councillor J W Davies – Chairman.

Councillors J D Ablewhite, M G Baker,
K M Baker, Mrs M Banerjee, J T Bell,
Mrs B E Boddington, P L E Bucknell,
K J Churchill, W T Clough, Mrs K E Cooper,
S J Criswell, P H Dakers, Mrs J A Dew,
D B Dew, P J Downes, J J Dutton,
R W J Eaton, R S Farrer, J E Garner,
P M D Godfrey, P Godley, J A Gray,
A Hansard, D Harty, C R Hyams,
Mrs P A Jordan, Ms S Kemp, L W McGuire,
M F Newman, R Powell, D J Priestman,
Mrs D C Reynolds, T V Rogers,
T D Sanderson, M F Shellens, L M Simpson,
C J Stephens, P A Swales, Ms M J Thomas,
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 I C Bates, E R Butler, A N Gilbert, P G Mitchell, I R Muir, J M Sadler and P K Ursell.

IN ATTENDANCE: Mr D L Hall

34. PRAYER

The Reverend J Pullen, Vicar of St Ives opened the meeting with prayer.

35. CHAIRMAN'S ANNOUNCEMENTS

(a) Former Councillor Mrs R L Mills

Councillors M F Newman and P L E Bucknell paid tribute to former Councillor Mrs Ruth Mills who had died recently. Mrs Mills had served as a District Councillor for the former Warboys Ward for 23 years and also as Chairman and Vice-Chairman of the Council. Members observed a minute's silence in her memory.

(b) Anglia in Bloom

On behalf of the Council, the Chairman congratulated those staff in the Operations Division involved in the success, District wide, of various entries throughout Huntingdonshire in the 2008 Anglia in Bloom competition.

(c) British Bird Watching Fair

The Chairman further congratulated staff in Countryside Services and the Friends of Paxton Pits volunteers for their achievement in receiving the "Best Stand", "Best Tourism" and "Best in Show" awards at the British Bird Watching Fair at Rutland Water in August.

(d) Councillors versus Officers Cricket Match

The Chairman congratulated all those who had contributed to the success of the Councillors versus Officers cricket match held at St Ivo Outdoor Centre in the summer and presented the Chief Executive with a memento in recognition of the victory achieved by the Officers' team.

(e) Civic Reception

The Chairman reminded Members that his reception would be held at the Burgess Hall, St Ivo Leisure Centre on Friday, 31st October 2008.

36. MINUTES

The Minutes of the meeting of the Council held on 25th June 2008 were approved as a correct record and signed by the Chairman.

37. MEMBERS' INTERESTS

No interests were declared.

38. ANNUAL STATE OF THE DISTRICT ADDRESS

In the absence of the Leader and in accordance with paragraph 12 of the Council's Procedure Rules, the Deputy Leader, Councillor L M Simpson, led the Cabinet in addressing the meeting on the State of the District.

Councillors L M Simpson, D B Dew, A Hansard, T V Rogers, C R Hyams, P L E Bucknell and Mrs D C Reynolds each highlighted to the Council the nature of their various portfolios and the key issues which had emerged during the previous year and those where attention was currently focused. Councillor K J Churchill, Special Adviser to the Cabinet, advised the Council of the progress of the review of the democratic structure which he was currently leading.

In response, Councillor P J Downes, Leader of the Liberal Democratic Group welcomed the variation in format which had enabled Executive Councillors to address the Council and looked forward to the continuation of the practice in future. Although he felt that the District Council had much to be proud of, Councillor Downes drew attention to several areas where he considered that performance might be improved, including consultation on the Huntingdon West Action Plan, the proposed redevelopment of the Huntingdonshire Regional College, progress on implementation of the Environment Strategy and communication with the electorate.

Councillor J E Garner voiced his frustration at the lack of interest shown by the public in local politics, the limitations placed on local administration by the Government and the perception that the District Council was not listening to local residents. He also expressed his concerns regarding the sustainability of rural communities given the absence of rural transport and closure of post offices.

Both Councillors D Harty and J A Gray gave examples where the District was working successfully in partnership with the County Council in improving services and engagement, with particular mention being made to the recent introduction of e-petitions. In accepting that the District Council could improve the way in which it communicated with the public, Councillor Gray believed that Councillors worked hard at being advocates for their wards, were appreciated by town and parish councils and were committed to improving the District for future generations.

39. ADJOURNMENT

At 3.54 pm it was

RESOLVED

that the meeting stand adjourned.

Upon resumption at 4.10 pm.

40. MEMBERS' ALLOWANCES

The Executive Councillor for Resources and Policy, Councillor A Hansard, presented a report by the Head of Administration (a copy of which is appended in the Minute Book) regarding a proposal to vary that part of the current Members' Allowances Scheme which related to travel (motor car) allowances to introduce mileage rates based on vehicle emissions.

Members were informed that the recommendation originally had arisen during a review of the Council's travel plan by the Overview and Scrutiny Panel (Service Support) and had subsequently been endorsed by the Corporate Governance Panel. Councillor Hansard added that Regulations required that any new proposal to vary a Members' Allowances Scheme should be considered by the Council's Independent Remuneration Panel, the approval of which had now been obtained.

Having regard also to the principles embodied in the recently published Environment Strategy, the Council

RESOLVED

- (a) that an alternative form of mileage allowance be introduced for Members of the Council as set out in paragraph 4.1 of the report now submitted based upon vehicle exhaust emissions;
- (b) that the new mileage allowance be optional for existing Members but compulsory for newly elected Members

with effect from 1st October 2008; and

- (c) that the necessary changes be made to the Members' Allowances Scheme.

41. REPORTS OF THE CABINET, PANELS AND COMMITTEES

(a) Cabinet

Councillor L M Simpson, Deputy Leader and Vice-Chairman of the Cabinet presented the Report of the meetings of the Cabinet held on 26th June, 17th July and 4th September 2008.

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Councillor T V Rogers, Executive Councillor for Finance and Environment presented the report and recommendations referred to in Item No. 21. In response to questions from Councillors W T Clough and G S E Thorpe, Councillor Rogers replied that the Council was able to project its financial forecast for the next 15 years by drawing on Government advice and by estimating Council Tax and reserve levels over that period. He added that revenue reserves would exceed the recommended minimal level of £3 million due to the receipt of grants but that these would not necessarily recur on an annual basis.

On the same subject, Councillor P L E Bucknell reported that the District Council had allocated 23,000 bus passes to date but that the precise additional cost implications associated with concessionary fares still was not available.

On the same subject and having offered his compliments to the staff of the Financial Services Division on the format and the content of the report, Councillor P J Downes questioned whether it was appropriate to anticipate the changes that might occur in local government finance if there were to be a change of Government in 2010. Whilst, there had been little indication thus far of the direction of policies under an alternative administration, Councillor Rogers replied that the Council would be advised accordingly as policy changes emerged.

The Council, having noted the contributions made to the process by the Overview and Scrutiny Panels and by the Executive Councillor, on being put to the vote, the recommendation contained in Item No. 21 was declared to be CARRIED.

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In connection with Item No. 22, Councillor A Hansard, Executive Councillor for Policy and Resources, presented the Huntingdonshire Sustainable Community Strategy, adding that the Strategy had been subject to rigorous consideration by the Overview and Scrutiny Panels, partners and stakeholders.

On the same subject and in response to a question from Councillor P J Downes on the mechanism to be established for delivery of the strategic themes, the Executive Councillor replied that the Strategy would be subject to quarterly and annual reviews and that he would reply to the questioner in greater detail after the meeting.

On the same subject, the Executive Councillor noted the suggestion made by Councillor J E Garner that the Strategy also should focus attention on the rural communities. Whereupon, on being put to the vote, the recommendation contained in Item No. 22 was declared to be CARRIED.

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In connection with Item No. 25 and having been reminded by Councillor Mrs M Banerjee of the difficulties currently experienced by vulnerable, old and disabled people in the District as a result of delays to occupational therapy assessments, the Deputy Leader, Councillor Simpson, acknowledged that the issue would be investigated by a group appointed by the Overview and Scrutiny Panel (Service Delivery) which was to commence its study in October.

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In connection with Item No. 28 and in response to a question from Councillor P J Downes, the Deputy Leader, Councillor Simpson, replied that it was his understanding that sufficient funding now had been made available to enable an accident safety scheme to improve the junction of the A141 and Kings Ripton Road in Huntingdon to proceed in the New Year.

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In connection with Item No. 29 and in response to a question from Councillor G S E Thorpe, the Deputy Leader, Councillor Simpson, replied that he too had welcomed the suggestion of a County-wide forum to investigate the issue of heavy goods vehicle parking on the trunk road network throughout the District and that he was hopeful of some progress in developing suitable HGV sites for parking in the short rather than the longer term.

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In connection with Item No. 30 and in response to a question from Councillor W T Clough, Councillor T V Rogers, Executive Councillor for Finance and Environment, confirmed that a total net saving of £2.5 million had been achieved in 2007/08 compared with the original revenue budget.

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In connection with Item No. 33 and in response to a question

from Councillor W T Clough, the Deputy Leader, Councillor Simpson, reported that the Director of Commerce and Technology currently was negotiating with three providers in respect of the project to raise sponsorship and advertising revenues from the Council's website and that he would hope to be in a position to report on progress in the near future.

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In connection with Item No. 34 and in response to a question from Councillor G S E Thorpe, the Deputy Leader, Councillor Simpson, undertook to investigate the questioner's assertion that the town Councils in the District had supported the introduction of a Parish Charter in Huntingdonshire.

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In connection with Item No. 35 and in response to a question from Councillor P J Downes, the Deputy Leader, Councillor Simpson, assured the Councillor that he would consider the possibility should opportunities arise, of sub-letting space within the shortly to be completed new headquarters buildings.

On the same subject and in response to a question from Councillor J S Watt, Councillor Simpson undertook to advise the questioner, in writing, of the precise changes to the layout of the ground floor of the new building.

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In connection with Item No. 39 and in response to questions from Councillors K Churchill and J E Garner, the Deputy Leader, Councillor Simpson, noted the support indicated for the process to identify the need for sports provision in St Neots and the views expressed by the Overview and Scrutiny Panel (Service Delivery) in terms of the provision of facilities for minor sports such as hockey.

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In connection with Item No. 40 and in response to a question from Councillor P J Downes, Councillor K Churchill, Special Adviser to the Cabinet, reported that the Working Group appointed to review the Council's democratic structure would consider performance management and the preparation of job descriptions for Members.

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Whereupon, it was

RESOLVED

that, subject to the foregoing paragraphs, the Report of the meetings of the Cabinet held on 26th June, 17th July and 4th September 2008 be received and adopted.

(b) Standards Committee

Mr D L Hall presented the Report of the meetings of the Standards Committee held on 3rd July and 11th September 2008.

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In connection with Item No. 7 and in response to a question from Councillor P J Downes asking for further details of the code of conduct case involving a District Councillor considered by the Referrals (Assessment) Sub Committee, Mr Hall replied that given the confidential nature of all cases he would wish to seek legal advice before releasing further details into the public domain and would prefer to write to the questioner with an answer after the meeting.

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Whereupon, it was

RESOLVED

that the Report of the meetings of the Standards Committee held on 3rd July and 11th September 2008 be received and adopted.

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

Councillor J A Gray presented the Report of the meeting of the Overview and Scrutiny Panel (Corporate and Strategic Framework) held on 2nd September 2008.

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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 September 2008 be received and adopted.

(d) 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 8th July and 9th September 2008.

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In connection with Item No. 13 and further to the question asked earlier in the meeting by Councillor G S E Thorpe, Councillor Gray reported that some towns in the District had

not expressed any wish to take responsibility for additional functions and that whilst he sympathised that an individual town might wish to accept devolved responsibilities, the District Council had to ensure that such a decision would provide value for money for all residents.

On the same subject and in response to a question from Councillor P J Downes, Councillor Gray added that in his view, the town and parish Councils in Huntingdonshire had not demonstrated a clear willingness to proceed with a Parish Charter and that the Panel's overriding concern was to secure the best interests of all District residents and not exclusively those living in the market towns.

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Whereupon, it was

RESOLVED

that the Report of the meetings of the Overview and Scrutiny Panel (Service Support) held on 8th July and 9th September 2008 be received and adopted.

(e) Overview and Scrutiny Panel (Service Delivery)

Councillor S J Criswell presented the Report of the meetings of Overview and Scrutiny Panel (Service Delivery) held on 1st July and 2nd September 2008.

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Whereupon, it was

RESOLVED

that the Report of the meetings of the Overview and Scrutiny Panel (Service Delivery) held on 1st July and 2nd September 2008 be received and adopted.

(f) Development Control Panel

Councillor Mrs B E Boddington presented the Report of the meetings of the Development Control Panel held on 14th July, 18th August and 15th September 2008.

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In connection with Item No. 11 and in response to a question from Councillor G S E Thorpe regarding the action to be taken to protect the health and safety of Panel Members in view of an incident at a recent meeting, Councillor Mrs Boddington replied that the matter had been discussed by the Safety Advisory Group and that protocols to ensure the health and safety of Members during meetings and when

undertaking site visits were in the course of preparation.

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Whereupon, it was

RESOLVED

that the Report of the meetings of the Development Control Panel held on 14th July, 18th August and 15th September 2008 be received and adopted.

(g) Licensing and Protection Panel

Councillor J T Bell presented the Report of the Licensing and Protection Panel held on 18th June 2008.

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Whereupon, it was

RESOLVED

that the Report of the meeting of the Licensing and Protection Panel held on 18th June 2008 be received and adopted.

(h) Licensing Committee

Councillor J T Bell presented the Report of the meeting of the Licensing Committee on held 18th June 2008.

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Whereupon, it was

RESOLVED

that the Report of the meeting of the Licensing Committee held on 18th June 2008 be received and adopted.

(i) Corporate Governance Panel

Councillor C J Stephens presented the Report of the meeting of the Corporate Governance Panel held on 24th June 2008.

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Upon being put to the vote, the recommendation contained in Item No. 1 was declared to be CARRIED.

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Whereupon, it was

RESOLVED

that, subject to the foregoing paragraph, the Report of the meeting of the Corporate Governance Panel held on 24th June 2008 be received and adopted.

(j) Employment Panel

Councillor Mrs B E Boddington presented the Report of the Employment Panel held on 16th September 2008.

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In connection with Item No 8 and in response to a question from Councillor P J Downes regarding the employment of external consultants to manage the recruitment process for the post of Corporate Director, Central Services, Councillor Mrs Boddington replied that she would respond to the questioner after the meeting

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Whereupon, it was

RESOLVED

that the Report of the meeting of the Employment Panel held on 16th September 2008 be received and adopted.

(k) Elections Panel

Councillor D Harty presented the Report of the Elections Panel held on 27th August 2008.

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In connection with Item No. 1, Councillor Harty encouraged all Members of the Council to respond to an invitation for comments on the possibility of changes to electoral arrangements in Huntingdonshire. It was confirmed that wider consultation on any proposed new arrangements would follow.

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Whereupon, it was

RESOLVED

that the Report of the meeting of the Elections Panel held on 27th August 2008 be received and adopted.

42. 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 Operational and Countryside Services, Councillor C R Hyams

In response to a question regarding the possibility of encouraging business users to recycle more to avoid such waste being taken to landfill, Councillor Hyams undertook to reply in detail to the questioner and to all Members of the Council

Question from Councillor R Powell to the Executive Councillor for Planning Strategy and Transport, Councillor P L E Bucknell

In response to a question regarding changes to a bus route in Ramsey and the impact on elderly people, Councillor Bucknell admitted that he was aware that Stagecoach had reviewed their services in the Fens in the interests of efficiency but if the questioner was able to provide details of the service to which he had referred, Councillor Bucknell offered to pursue the issue raised with bus company.

Question from Councillor T D Sanderson to the Executive Councillor for Planning Strategy and Transport, Councillor P L E Bucknell

In response to a question requesting an update on the likely date for the publication of a revised Huntingdon and Godmanchester Market Town Strategy and on the progress of improvements to footpaths at Ullswater, Stukeley Meadows and Grammar School Walk, Huntingdon, Councillor Bucknell replied that he would respond to the questioner in writing after the meeting.

Question from Councillor S J Criswell to the Executive Councillor for Operational and Countryside Services, Councillor C R Hyams

In response to a question regarding the destination of recycling material collected by the Council, Councillor Hyams gave his assurance that all material collected for dry recycling was managed by a recycling facility at Milton Keynes with whom the Council had a long term contract. A clear audit trail existed to demonstrate that the resulting material was sold in the UK and to overseas markets and that nothing was shipped abroad to landfill.

The Executive Councillor took the opportunity to report that 56% of the domestic waste collected by the District Council in 2008/9 would be recycled.

Question from Councillor P H Dakers to the Deputy Leader of the Council and Executive Councillor for Customer Services and Information & Technology, Councillor L M Simpson

In response to a question regarding Member attendance at Council meetings, Councillor Simpson undertook to discuss the matter with the questioner after the meeting.

Question from Councillor J A Gray to the Executive Councillor for Planning Strategy and Transport, Councillor P L E Bucknell

In response to a question regarding environmental improvement schemes in the market towns and rural centres, Councillor Bucknell confirmed that whilst limited funds were available for such works, schemes would continue to progress where the greatest need had been identified.

43. 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.

The meeting concluded at 5.24 pm.

Chairman

DEVELOPMENT APPLICATION – ERECTION OF 20 HOUSES AND 9 FLATS WITH ASSOCIATED WORKS AND LANDSCAPING, INFORMAL OPEN SPACE, NORTH WEST OF 5 MAYFIELD ROAD, HUNTINGDON

Report by the Development Control Manager

Case No: 0802728FUL
(FULL PLANNING APPLICATION)
Applicant: CIRCLE ANGLIA
Grid Ref: 524958 272479
Date of Registration: 16.09.2008
Parish: HUNTINGDON

1. DESCRIPTION OF SITE AND APPLICATION

- 1.1 The site relates to an existing area of open space fronting onto Mayfield Road. To the north west of the site there is an existing hedgerow and to the western end of the site is an existing bridleway, American Lane. To the south east of the site there is an existing care home, currently under construction, the St Johns Ambulance HQ lies to the west of the site, to the north west there is an existing school. The Mayfield Road area is characterised by predominantly single storey dwellings to the east, whilst to the north east there are two storey dwellings.
- 1.2 The application proposes the erection of 20 new dwellings and 9 flats built to Level 5 of the Code for Sustainable Homes. All 29 would be affordable. The flats proposed would be contained within one staggered block, each block containing three flats in each section, resulting in a 3 storey building located to the northern end of the site. One row of 12 terrace dwellings is proposed adjacent the boundary to Hunters Down and fronting the area of open space. A second row of terrace dwellings are to be sited adjacent the area of open space and parallel to the bridleway and two detached dwellings are proposed to front onto American Lane.
- 1.3 To ensure compliance with the requirement to reach Code Level 5, PV and solar thermal technology are to be provided on all of the roofs of the two storey dwellings and two of the three roofs to the flats. In addition further sustainable elements include more water efficient appliances and rain water recycling, as well as Sedum Green roofs for all roofs facing the public open space, helping reduce surface water drainage and help increase biodiversity.
- 1.4 The attached annotated site layout plan clarifies the nature of the site and its relationship with its surroundings.

2. NATIONAL GUIDANCE

- 2.1 **PPS1: “Delivering Sustainable Development” (2005)** contains advice on the operation of the plan-led system.
- 2.2 **Planning Policy Statement: Planning and Climate Change - Supplement to Planning Policy Statement 1 (2007)** sets out how planning, in providing for the new homes, jobs and infrastructure needed by communities, should help shape places with lower carbon emissions and resilient to the climate change now accepted as inevitable.
- 2.3 **PPS3: “Housing” (2006)** sets out how the planning system supports the growth in housing completions needed in England.
- 2.4 **PPS9: “Biological and Geological Conservation” (2005)** sets out planning policies on protection of biodiversity and geological conservation through the planning system.
- 2.5 **PPG13: “Transport” (2001)** provides guidance in relation to transport and particularly the integration of planning and transport.
- 2.6 **PPG16: “Archaeology and Planning” (1990)** sets out the Secretary of State's policy on archaeological remains on land, and how they should be preserved or recorded both in an urban setting and in the countryside.
- 2.7 **PPG17: “Planning for Open Space, Sport and Recreation” (2002)** sets out the policies needed to be taken into account by regional planning bodies in the preparation of Regional Planning Guidance (or any successor) and by local planning authorities in the preparation of development plans (or their successors); they may also be material to decisions on individual planning applications.
- 2.8 **PPS22: “Renewable Energy” (2004)** sets out the Government's policies for renewable energy, which planning authorities should have regard to when preparing local development documents and when taking planning decisions.
- 2.9 **PPS23: “Planning and Pollution Control” (2004)** is intended to complement the new pollution control framework under the Pollution Prevention and Control Act 1999 and the PPC Regulations 2000.

For full details visit the government website <http://www.communities.gov.uk> and follow the links to planning, Building and Environment, Planning, Planning Policy.

3. PLANNING POLICIES

Further information on the role of planning policies in deciding planning applications can also be found at the following website: <http://www.communities.gov.uk> then follow links Planning, Building and Environment, Planning, Planning Information and Guidance,

Planning Guidance and Advice and then Creating and Better Place to Live

3.1 **East of England Plan - Revision to the Regional Spatial Strategy (May 2008)**

Policies viewable at <http://www.go-east.gov.uk> then follow links to Planning, Regional Planning then Related Documents

- ◆ **SS1:** “Achieving Sustainable Development” – the strategy seeks to bring about sustainable development by applying: the guiding principles of the UK Sustainable Development Strategy 2005 and the elements contributing to the creation of sustainable communities described in Sustainable Communities: Homes for All.
- ◆ **SS4:** “Towns other than Key Centres and Rural Areas” – Local Development Documents should define the approach to development in towns. Such towns include selected Market Towns and others with potential to increase their social and economic sustainability.
- ◆ **H1:** “Regional Housing Provision 2001 to 2021” – Local Planning Authorities should facilitate the delivery of district housing allocations – 11,200 for Huntingdonshire.
- ◆ **H2:** “Affordable Housing” – Development Plan Documents should set appropriate targets. At the regional level, delivery should be monitored against a target for some 35% of housing coming forward through planning permissions granted after the publication of the RSS.
- ◆ **T4:** “Urban Transport” – Local Transport Plans for appropriate Market Towns should identify ways to bring about a shift away from car use to public transport, walking and cycling.
- ◆ **ENV7:** “Quality in the Built Environment” - requires new development to be of high quality which complements the distinctive character and best qualities of the local area and promotes urban renaissance and regeneration.
- ◆ **ENG1:** Carbon Dioxide Emissions and Energy Performance” – for new developments of 10+ dwellings or 1000sqm non residential development a minimum of 10% of their energy should be from decentralised and renewable or low carbon resources unless not feasible or viable.

3.2 **Cambridgeshire and Peterborough Structure Plan (2003)**

Saved policies from the Cambridgeshire and Peterborough Structure Plan 2003 are relevant and viewable at <http://www.cambridgeshire.gov.uk> follow the links to environment, planning, planning

- ◆ **P6/1** – Development Related Provision – development will only be permitted where the additional infrastructure and community requirements generated by the proposal can be secured.
- ◆ **P9/8** – Infrastructure Provision – a comprehensive approach towards securing infrastructure needs to support the

development strategy for the Cambridge Sub-Region. The programme will encompass: transport; affordable and key worker housing; education; health care; other community facilities; environmental improvements and provision of open space; waste management; water, flood control and drainage and other utilities and telecommunications.

3.3 **Huntingdonshire Local Plan (1995)**

Saved policies from the Huntingdonshire Local Plan 1995 are relevant and viewable at www.huntingdonshire.gov.uk/localplan95

- ◆ **T18:** “Access requirements for new development” states development should be accessed by a highway of acceptable design and appropriate construction.
- ◆ **R3:** “Recreation and Leisure Provision” – sets on the minimum standard requirements for the provision of recreation open space – Settlements with populations in excess of 1000 persons to be based on the standard of 2.43 hectares (6 acres) per 1000 population.
- ◆ **R7:** “Land and Facilities” – For new residential development of 10 dwellings or more (or 0.4 ha) should normally make provision for children’s casual and equipped play space.
- ◆ **R8:** “Land and Facilities” – consideration will be given to the acceptance of contributions from developers towards improving recreational facilities in the vicinity of the site to off set recreational requirements sets out in R7.
- ◆ **R11:** “Land and Facilities” – In some non-residential schemes, where it is appropriate to seek leisure and recreational provision, developers will be required to make on-site provision or contribute financially to the programme of recreation facilities and maintenance.
- ◆ **R12:** “Land and Facilities” – the provision of children’s play areas in housing estate developments will normally be sought. This provision should be enclosed, useable, safe, adequately equipped and appropriately located
- ◆ **R17:** “Other Provision” – regard will be given to R1 and the standards set out in R3 and other policies of the Local Plan in determining whether alternative developments should be permitted on existing or proposed recreation or amenity areas including school playing fields.
- ◆ **En12:** “Archaeological Implications” – permission on sites of archaeological interest may be conditional on the implementation of a scheme of archaeological recording prior to development commencing.
- ◆ **En13:** “Archaeological Implications” – in areas of archaeological potential, planning applications may be required to be accompanied by the results of an archaeological field evaluation or desk-based assessment.
- ◆ **En14:** “Open Spaces, Frontage and Gaps in the Built up Framework or immediately adjacent” - development will not normally be allowed.

- ◆ **En15:** “Open Spaces and Gaps for Protection” – as defined on the inset map, development that impairs their open nature will not normally be allowed.
- ◆ **En18:** “Protection of countryside features” – Offers protection for important site features including trees, woodlands, hedges and meadowland.
- ◆ **En20:** Landscaping Scheme. - Wherever appropriate a development will be subject to the conditions requiring the execution of a landscaping scheme.
- ◆ **CS8:** “Water” – satisfactory arrangements for the availability of water supply, sewerage and sewage disposal facilities, surface water run-off facilities and provision for land drainage will be required.

3.4 **Huntingdonshire Local Plan Alterations (2002)**

Saved policies from the Huntingdon Local Plan Alterations 2002 are relevant and viewable at www.huntingdonshire.gov.uk/localplan - Then click on "Local Plan Alteration (2002)

- ◆ **STR1** - District Hierarchy - Outlines the settlement hierarchy. Market Towns and the rural growth village of Yaxley where housing development up to and including estate scale may proceed.
- ◆ **STR2** - Provides definitions for housing development – Housing estate: development entailing the construction of more than 9 dwellings.
- ◆ **STR3** - Market Towns – are Huntingdon; Godmanchester; St Neots; St Ives; Ramsey and Bury
- ◆ **HL5** - Quality and Density of Development - sets out the criteria to take into account in assessing whether a proposal represents a good design and layout.
- ◆ **HL6** – Housing Density - indicates that housing development shall be at a density of 30-50 dwellings per hectare
- ◆ **HL10** - Housing Provision – in the district should reflect the full range of the local community’s needs by ensuring a choice in new housing.
- ◆ **OB1** – Nature and Scale of Obligations – will relate to the size of development and the impact on physical infrastructure, social and community facilities and services.
- ◆ **OB2** - Maintenance of Open Space – contributions may be sought for the maintenance of small areas of open space, children’s play space and recreational facilities, woodland or landscaping to benefit the development.

3.5 **Huntingdonshire Interim Planning Policy Statement 2007**

Policies from the Huntingdonshire Interim Planning Policy Statement 2007 are relevant and viewable at <http://www.huntsdc.gov.uk> click on Environment and Planning, then Planning then Planning+Policy then Informal policy statements where there is a link to Interim Planning Policy Statement 2007

- ◆ **G1** – Open Space and Recreational Land – development proposals should not entail the whole or partial loss of open space within the settlements, or of outdoor recreation facilities or allotments.
- ◆ **G2** – Landscape Character - development proposals should respect and respond appropriately to the distinctive qualities of the surrounding landscape
- ◆ **G3** – Trees, hedgerows and Other Environmental Features - development proposals should minimise risk of harm to trees, hedgerows or other environmental features of visual, historic or nature conservation value.
- ◆ **B1** – Design Quality - developments should demonstrate a high quality of design in terms of layout, form and contribution to the character of the area.
- ◆ **B2** – Street scene – development proposals should make a positive contribution to the character and appearance of streets and public spaces.
- ◆ **B3** – Accessibility, Adaptability and Security – the location and design of new development should enable ease of access, have convenient and appropriate facilities and minimise the extent to which users feel at risk of crime.
- ◆ **B4** – Amenity - developments should not have an unacceptable impact upon amenity of existing or future occupiers.
- ◆ **B5** – Energy and Water use – developments should aim to maximise the level of energy efficiency through sustainable design and construction.
- ◆ **H2** – Housing Density - lists the minimum density standards housing developments should achieve. Within or adjacent to market towns: 40-75 dwellings per hectare.
- ◆ **H3** – Mix of Dwelling Sizes – major housing development should incorporate accommodation suitable for a range of household sizes and types, which meets the local community’s needs.
- ◆ **T1** – Transport Impacts - development proposals should be capable of being served by safe convenient access to the transport network and should not give rise to traffic volumes that exceed the capacity of the local transport network.
- ◆ **T2** – Car and Cycle Parking - development proposals should limit car parking and provide cycle parking facilities to the levels set out in the Council’s parking standards.
- ◆ **T3** – Rights of Way and Other Public Routes - Lists the criteria which should be considered in relation to Rights of Way.

3.6 **Huntingdonshire Local Development Framework submission Core Strategy 2008**

Policies from the Huntingdonshire Local Development Framework submission Core Strategy 2008 are relevant and viewable at <http://www.huntsdc.gov.uk> click on Environment and Planning then click on Planning and then click on Planning Policy where there is a link to the Local Development Framework Core Strategy.

- ◆ **CS1:** “Sustainable development in Huntingdonshire” – all developments will contribute to the pursuit of sustainable

development, having regard to social, environmental and economic issues. All aspects will be considered including design, implementation and function of development.

- ◆ **CS3:** “The Settlement Hierarchy” – Identifies Huntingdon, St Neots, St Ives and Ramsey and Bury as Market Towns in which development schemes of all scales may be appropriate in built up areas.
- ◆ **CS4:** “Affordable Housing in Development” – 40% of all housing proposed on proposals of 15 or more homes or 0.5ha, or more in all parts of the District.

- 3.7 **Huntingdonshire Landscape and Townscape Assessment (2007)**
- 3.8 **Huntingdonshire Design Guide (2007)**
- 3.9 **External Artificial Lighting SPG**
- 3.10 **Developer Contributions Towards Affordable Housing (SPD – Nov 2007)** – requires 40% or more of the total number of dwellings to be provided on a site of 15 or more dwellings (or 0.5ha) within a settlement above 3000 population in the Cambridge Sub-Region to be affordable.
- 3.11 **Design Brief July 2008 Mayfield Road**
- 3.12 **Market Housing Mix 2004**
- 3.13 **Huntingdonshire District Council Open Space, Sport and Recreation Needs Assessment and Audit 2006**
- 3.14 **‘Growing Awareness – A Plan for Our Environment’ – adopted by the Council in April 2008** and provides a framework for action over five years for tackling the three main environmental challenges of tackling climate change, using resources efficiently and protecting and improving the environment. Progress against targets will be reported and published annually and will be used to inform the development of the following years action plan.

4. PLANNING HISTORY

- 4.1 None relevant

5. CONSULTATIONS

- 5.1 **Town Council – OBJECTION (copy attached).** Following the receipt of amended plans the Panel still consider the proposal will overdevelop the site. The scale is entirely out of keeping with existing surrounding properties and will therefore have an adverse effect on the area.
- 5.2 **CCC Education** – no contribution required due to the 100% affordable nature of the proposed development.

- 5.3 **CCC Archaeology** – area of high archaeological potential, the northern half of the site should be subject to a programme of archaeological investigation which can be secured through an appropriately worded condition and should be carried out prior to the commencement of development.
- 5.4 **CCC Highways – NO OBJECTION**, subject to conditions on access, visibility splays, provision of adequate space for turning/parking and temporary facilities for construction traffic. At present the access and road arrangement may not be suitable for adoption. Should the applicant wish the road to be adopted further details would be required regarding construction, materials to be used and demonstration of turning facilities
- 5.5 **Police Architectural Liaison Officer – NO OBJECTION**
- 5.6 **Environmental Health** – A phase II investigation required to ensure no land contamination.
- 5.7 **Cambridgeshire Fire and Rescue** – adequate provision for fire hydrants required.
- 5.8 **Cambridgeshire County Council, Countryside Access Team – NO OBJECTION**, the development appears to be a sufficient distance from the bridleway. Planning informatives, relating to the bridleway should be added if the application should be approved

6. REPRESENTATIONS

- 6.1 Notification letters were sent to 1167 dwellings:

13 letters of OBJECTION, summarised below:

- ◆ whether there shall be sufficient school places for children;
- ◆ concern over the construction materials to be used for the dwelling;
- ◆ concern over noise;
- ◆ concern over loss of green space for local residents;
- ◆ vehicular access too close to junction;
- ◆ insufficient parking would add to problems along Mayfield Road, particularly during term time;
- ◆ open space is inadequate and too heavily landscaped;
- ◆ variety of architectural styles in the vicinity, design not in keeping;
- ◆ adversely affect pedestrian and vehicular traffic taking and collecting school children;
- ◆ development leaves the possibility of access to the field to the rear;
- ◆ concern over the traffic generation and details submitted;
- ◆ report incorrectly refers to the St Johns ambulance centre as a hall;
- ◆ possibility of the gym being extended;

- ◆ Mayfield Road is a fire route from the fire station and also becomes a rat run;
- ◆ if approved then a lay by should be constructed on the west side of Mayfield Road;
- ◆ Hunters Down contractors are using Mayfield road as a car park;
- ◆ concern over congestion during build;
- ◆ there are already a large number of accesses on to Mayfield Road;
- ◆ Mayfield Road has reached saturation point ;
- ◆ the area is designated as open space for protection;
- ◆ occupiers of the care home will have to put up with more noise;
- ◆ High density development is inappropriate for the area adjoining a bungalow estate;
- ◆ Not very eco friendly to cover another field with concrete;
- ◆ Is it necessary under the current housing climate;
- ◆ Affordable houses remain empty at Sapley Road;
- ◆ flats are not a solution to housing problems they are the housing problems of the future;
- ◆ concern over the potential development at the Whaddons and Thonglsey;
- ◆ existing traffic from surrounding residential areas make Desborough Road a rat run;
- ◆ suggest the use of Land in California Road for development;
- ◆ concern over where children shall play after French's Field is consumed;
- ◆ younger age group would not be compatible with those residents in Hunters Down;
- ◆ Area is a high crime zone and request that CCTV coverage should cover the school grounds;
- ◆ Hartford Infant and Juniors School;
- ◆ Previous letter did not address concerns;
- ◆ See the car parking facilities in front of the properties as a positive outcome and shall hopefully alleviate the issue of residents parking on Mayfield Road;
- ◆ Infant school remains oversubscribed, the School Travel Plan has been updated and catchment area agreed; and,
- ◆ Suggest the Local Planning Authority consider potential solutions regarding traffic issues

NO OBJECTION - 48 Desborough Road, summarised below:

- ◆ Good that the Council is providing an exemplar scheme, whilst not conventional in appearance this shall in time help the Governments target for this form of development.

Late representations

- ◆ **TWO OBJECTIONS** received prior to the Development Control Panel, one letter from an original objector and one new objection with the following concerns:

- ◆ Concern that the public have not been made fully aware that this land is designated open space;
- ◆ Land should remain as open space, planners should not decide how much open space is available for the area;
- ◆ Usable open space is very limited;
- ◆ Following amended plans, these revisions do not overcome concerns, which are loss of green area, the amount of traffic passing the school and extra traffic in a residential area and so close to the school.
- ◆ **THREE** letters of **OBJECTION**, received after Development Control Panel, one objector has already commented on the application
- ◆ Concerns are as above, object to the use of the land for housing, should be kept as open space, more than enough space has been lost/shall be developed and the public should have been made more aware that this area is designated open space;
- ◆ Further concerns relate to the reference of Riverside as The open space as this is across a busy road, for the most part it is a wildlife area and not suitable for children to use

7. SUMMARY OF ISSUES

7.1 The main issues to consider are detailed below:

- ◆ the principle of the development
- ◆ the housing mix
- ◆ the design, layout and landscaping of the scheme
- ◆ the access arrangement and impact on highway safety
- ◆ the proposed renewables for the development
- ◆ impact on residential amenity
- ◆ proposed refuse arrangements
- ◆ the issue of contamination
- ◆ potential S106 contributions

The Nature of the Development Proposed

- 7.2 The site is designated as an area of open space for protection within the Huntingdonshire Local Plan 1995.
- 7.3 The proposal seeks to redevelop this open space for protection with an affordable residential development, as such this application represents a formal significant departure from the adopted Development Plan (Huntingdonshire Local Plan 1995).
- 7.4 PPG17 requires Local Authorities to undertake an audit of open space, sports and recreational land and an assessment of existing and future need. That guidance outlines that not all open spaces are of equal merit and it is possible that some may be available for alternative uses.
- 7.5 In 2006 the District Council commissioned an open space, sport and recreation needs assessment across the district. As part of this

assessment it was identified that there are approximately 16.67 hectares of surplus amenity greenspace within Huntingdon and Godmanchester, compared to a surplus of 1.24 hectares of natural and semi natural open space and a deficit of 14.57 hectares of parks and gardens. The assessment identifies that there appears to be adequate access to informal space within Huntingdon. In addition to this area of open space, within the locality alternative open space is located at the Riverside Park and French's Field, sited adjacent the site, to the south west.

- 7.6 The 2006 study identified that there is an overall surplus of amenity space within Huntingdon. Taking this into consideration, combined with the sustainable location of this site, in that it is relatively close proximity to the town centre and accessible by other modes of transport, this site could be appropriate for the development of an exemplar affordable housing scheme. It is considered that the partial development of this site, for affordable housing would outweigh the loss of part of this open space having regard to the benefit for the wider community.
- 7.7 In order to understand the reasoning behind this application, it is necessary to provide some background to the submission of this application and the desire to provide an exemplar affordable housing scheme which reaches Code Level 5 of the Code for Sustainable Homes.
- 7.8 The Code for Sustainable Homes became mandatory as of the 1st May 2006 and each new home built after this period of time shall therefore be assessed against the code. To support its' recently adopted Environment Strategy the Council considers that it can deliver an exemplar high quality eco-friendly affordable housing scheme on land within its ownership. There is a clear demonstrable need for more affordable housing within the district, and this proposal seeks to demonstrate how high quality, highly sustainable, affordable housing can be provided.
- 7.9 The following section provides a background to the Code for Sustainable Homes. The Code assesses nine design categories, each containing a sub-category and is defined as 'an environmental assessment rating method for new homes in England':
- ◆ Energy and CO2 Emissions: including building materials, cycle storage etc.
 - ◆ Pollution
 - ◆ Water (internal and external usage)
 - ◆ Health and Wellbeing: including private space, sound insulation etc.
 - ◆ Materials
 - ◆ Management; including security, construction processes etc.
 - ◆ Surface Water Run-off
 - ◆ Ecology
 - ◆ Waste

- 7.10 Within each category there are a number of environmental issues which have the potential to impact on the environment. Within each category there is a performance indicator, which is above that standard needed to satisfy Building Regulation. The Codes assesses environmental performance in a two stage process (Design and Post construction). There are six levels to the code which are depicted by stars from 1 to 6, with 6 being the highest rating. Each category is awarded a certain number of credits, for example pollution has four credits, each particularly category is then weighted. The total percentage scores are then calculated and assessed against the Code rating 1 -6. This proposal seeks to achieve Code Level 5. The attached explanatory leaflet sets out the requirements of the Code.

Design Brief

- 7.11 The Council adopted a design brief for this site in July 2008 following consultation with the local community. During this consultation period the brief was amended to take account of comments and suggestions received. The adopted Design Brief indicates where development should be located and how much open space should be retained. It was a requirement of the brief that 30% of the site was retained as open space. Guidance has also been provided on links across the site, key frontages, landscaping, potential heights for the development and parking ratios for the site.
- 7.12 The Design Brief was adopted with the requirement that any development would be specifically for affordable homes that would achieve Code Level 5 of the Code for Sustainable Homes.

Proposal

- 7.13 The dwellings proposed are of a contemporary design, partly due to the materials to be used in the construction of the buildings and to ensure the development obtains Code Level 5. It is intended that the buildings shall have an external appearance of timber and rendered panels. Sedum roofs would be included on those dwellings fronting into the site. The development also seeks to include solar panels and photovoltaics on the roofs of the dwelling houses and two of the three flat blocks.

Access, pedestrian and cycle links

- 7.14 Only one vehicular access is proposed and this is to the southern end of the site. It is envisaged that this shall create a 'Homezone' with a shared surface within the site. In terms of pedestrian and cycle links, three links shall be provided across the site connecting to the existing bridleway. A link is provided through the site to the south from Hardy Close and provides for natural surveillance. The second internal access point is gated, sited adjacent the flats. The last link provides a connection to the rear access of the flats. The provision of these links allows for permeability through the site and leads to the existing bridleway.

Housing Mix of the development

- 7.15 The Housing Mix SPG requires that a development of a housing group or housing estate should provide not less than 40% of all properties with one or two bedroom and not less than 60% of all properties with one, two or three bedrooms. The proposed development provides approximately 86% of all the properties with either one, two or three bedrooms. The housing mix provided is considered acceptable.
- 7.16 The Government is committed to providing high quality housing for people who are unable to access or afford market housing. The proposal seeks to assist in delivering more affordable housing into Huntingdon, where there is a clear need for this form of housing.

Density

- 7.17 The proposed development equates to approximately 37 dwellings per hectare, Huntingdonshire Interim Planning Policy Statement 2007 requires 40-75 dwellings per hectare where the site is within or adjacent to a market town. Although a minimum net density of 30 dwellings per hectare, in accordance with PPS3, should be sought for housing development. Taking into account the existing character of the area and the essential requirement of the Design Brief to retain a third of the site as open space, the density proposed is considered acceptable.

Character of the area

- 7.18 The area surrounding the site is of mixed development, including residential units, educational establishments, shops and the St Johns ambulance centre. The residential dwellings range from single storey dwellings to the east, two storey nursing home currently still being developed, two storey dwellings and a seven storey residential block (Suffolk House), to the north east and adjacent the existing parade of shops. To the north west and west of the site lies an existing right of way, a bridleway, leading to Hartford Road. There is no specific architectural style for those dwellings in the vicinity of the site and it may be said that the existing development is of its time.

General layout

- 7.19 The development encompasses two and three storey units, a broad verge of open space shall be retained adjacent Mayfield Road with plot 1 being set approximately 11 metres from Mayfield Road and the flats being set approximately 9 metres from Mayfield Road. This seeks to maintain the current openness of this area, whilst complementing and enhancing the development.
- 7.20 The development has ensured that active frontages are provided along the bridleway with the addition of landscaping which creates sufficient defensible space and softens the boundary to the bridleway.

- 7.21 The units have been orientated to ensure that they maximise the benefits from the natural daylight. Passive design has been used to reduce energy demand for heating, lighting and cooling. Where possible, homes have a southerly aspect to maximise solar energy in winter, with appropriate ventilation, shading and glazing to prevent overheating in the summer.

Detailed design issues

- 7.22 The proposed southern terrace back on to the Hunters Down residential care home. This row consists of 12 dwellings, which have been split up into shorter terraces and provides a varied setback and frontage. Plot 1 fronts both Mayfield Road and the access into the site and as such forms a focal point of the scheme. This unit is also the only building on the site which is located adjacent an existing residential property and as such it is important that there is sufficient separation distance between these properties. The proposed dwelling is located approximately 12.8 metres from corner to corner.
- 7.23 The dwelling has been designed with its own separate rear garden access and represents a bespoke design given its sensitive location. In addition the design of the dwelling has taken into consideration the proximity and orientation of the existing single storey dwelling No. 5 Mayfield Road. The closest window at the first floor to the southern elevation to No. 5 shall be obscurely glazed. Given the siting of the dwelling and detailed design of the dwelling, it is not considered that this would result in an unduly detrimental impact on the residential amenity of the neighbouring property, at No. 5, by overlooking or overshadowing.
- 7.24 Plots 1 to 12 frame the terrace development, with plots 6 and 7 also protruding beyond the remaining properties and aligned with the access road to the flats. Plots 2-5 and 8-11 are served by a single rear access point, located underneath the first floor accommodation of plots 6 and 7, this passage way is delineated by a separate pathway. Car parking is provided to the front of the dwellings. Each plot has sufficient space for wheelie bin storage and there are also short stay cycle parking available to the front.
- 7.25 Plots 14-19 also form a row of dwellings sited adjacent the open space and parallel to the bridleway. Short stay cycle parking is provided to the front of the dwelling and parking for plots 15-19 have been provided in front of the dwellings. Parking for plot 14 has been provided within the rear curtilage and is gated. Access to the rear gardens is provided to the rear of Nos. 14 and 19 respectively and serves 2 to three units.
- 7.26 Plots 13 and 20 are detached units sited to the rear of No. 14 and No 19 respectively. Plots 12 and 13 are approximately 10 metres apart, although to ensure overlooking is minimised the windows have not been positioned in a direct line. Plots 12,13 and 20 have all been designed so that the roof slopes over the main dwelling fronting the bridleway and as such assists in reducing any potential impact on the bridleway.

Flats

- 7.27 The proposed flats have been staggered and are 3 storeys in height. The design of the building has provides interest to its form and assists in breaking up the mass of the building. The principle frontage of the building faces into the site; however the building also has an active frontage on all elevations. The stairs have been sited to the northern elevation, however the window detailed has been staggered to provide some detailing and variety to this elevation. The elevation to the east and facing on to the bridleway has been designed to include window boxes and provide interest to this elevation.
- 7.28 Of the three roof slopes two shall hold photovoltaics and solar panels. The principle elevation faces south and shall allow for solar gain to the units. Sliding sunscreens are also proposed to provide shade when necessary. The first and second floors of the flats contain corner sun spaces, this project beyond the elevation of the flats and provide visual interest to the building. To the west there are also similar details and features to the building.
- 7.29 The proposed flat block has been sited on an area of land elevated above the remainder of the site. This being said the cross sectional drawing provided indicates that the proposal, compared with its surroundings would not look out of place. The maximum height of the roof measures approximately 11 metres to the ridge and this limitation has helped reduce any potential impact on the surroundings.
- 7.30 Having regard to the existing built form, the proposed flat block creates an attractive development, helping to reinforce the diversity and distinctiveness of development in the locality and shall complement its surroundings. The development provides for an efficient use of land and given the existing variety of development in the area is considered to be acceptable.
- 7.31 The overall development is considered to be attractive with simple openings and attractive contemporary elevations. The roof design has been largely dictated to take advantage of solar energy and solar gain, through the use of photovoltaics and solar panels. A small roof slope for units 1-12 and 14-19 shall front the Homezone and these areas shall be covered with sedum. The ridge of the dwellings has been off centred to accommodate a vertical light well under the ridge and the proposed sedum roof, to allow light into the centre of the dwelling.
- 7.32 Plots 1, 6, 7, 12, 13 and 20 all provide for two parking spaces under first floor accommodation. This accommodation has been recessed from the frontage of the dwelling and provides further articulation to this scheme.
- 7.33 The proposed development is easily accessible and well connected to public transport. The design of the development has taken into account the surrounding area and whilst part of the site is to be developed an 8 metre verge of open space shall be retained and a

further area of open space shall be provided to serve the proposed development, as well as the surrounding community.

- 7.34 Although some residents have raised concerns over the design and construction of the buildings, these details are considered acceptable. The reason for the contemporary design is in order to ensure that the development is an exemplar form of sustainable development and ensures Code Level 5, of the Code for Sustainable Homes is achieved.

Renewable policy

- 7.35 Planning policy seeks to incorporate renewable energy proposals within new developments, subject to there not being any adverse impact on the surrounding area. As part of the scheme it is necessary that the technology generates at least 10% of the developments total energy demand, in accordance with policy ENG1 of the Regional Spatial Strategy and B5 of the Huntingdonshire Interim Planning Policy Statement. In order to achieve this, the applicant seeks to include a number of photovoltaics and solar thermal panels throughout the development. This is also an essential requirement for attaining Code Level 5 for the Code for Sustainable Homes.
- 7.36 In order to achieve Code Level 5 the development is required to demonstrate a 100% reduction in carbon dioxide emissions, this development therefore incorporates a 25% reduction in carbon dioxide emissions by reducing the need for energy, a 10% reduction through the use of solar water heating and a 65% reduction through the use of solar photovoltaic roof panels. This development therefore seeks to reduce the reliance on fossil fuels and shall also assist in significantly reducing heating costs for future occupiers.
- 7.37 Whilst originally the proposal sought to include a biomass boiler and the buildings were to be constructed from ModCell, the applicant has reviewed this situation and concluded that the use of photovoltaics and solar panels would be more effective. There are no objections to this alteration as it is considered that this allows greater possibilities for these methods to be replicated elsewhere.

Landscaping

- 7.38 The landscaping scheme seeks to achieve a high quality development which creates a sense of place and community. The proposal whilst developing part of the site also seeks to retain approximately 30%, as open space and provides the opportunity to improve this existing open space with improved landscaping. The existing hedgerow to the north western area of the site is to be retained, as part of the development; it is the only significant natural feature on the site. The proposed landscaping scheme is broadly acceptable, although there are some minor details which shall need amending and it is considered that this can be dealt with by way of condition. The scheme offers high quality hard landscaping that helps enhance the appearance of the overall development.

Parking

- 7.39 The development, in line with the Huntingdonshire Interim Planning Policy Statement is required to provide a maximum of 2 car space per dwelling and 1 car space per 4 units for visitors, as the site is located outside the town centre. The development provides for 1.8 spaces per unit, this level of parking is considered to be acceptable given the location of the proposed development. The applicant also seeks to provide 3 disabled spaces.
- 7.40 Aside from the parking providing within the curtilage of the dwelling, the proposal seeks to minimise the impact of the proposed parking on the development. Parking for the flats is provided in a courtyard area to the south east of the flat block, additional landscaping is proposed around this area to soften this landscaped area. Parking for plots 15-19 are provided in front of these dwellings, with additional parking sited parallel and adjacent the open space with the remaining parking sited adjacent plots 1-6 and surrounded by the open space. The proposed parking has been well integrated into the development and has sought to ensure that the provision of car parking is not visually obtrusive.

Cycle Parking

- 7.41 All units benefit from secure cycle storage, either to the front of the units or within the curtilage. This forms part of the requirements to meet the Code for Sustainable Homes. The proposed links to the existing public right of way should also assist in promoting cycling and walking, providing easy access to existing access links.

Highways and Transport Statement

- 7.42 Whilst noting that there are some typographical errors in the statement, for instance the reference to the development consisting of 30 dwellings and not 29 and St Johns Ambulance HQ is erroneously referred to as a hall. This does not alter the conclusion of the statement significantly. Having consulted with the Highways Authority no objections have been raised to the transport statement and traffic survey submitted.
- 7.43 Although neighbours have raised concerns over traffic generation, it is not considered that this development would have a detrimental impact on highway safety. It is noted that permission exists for an extension to the Olympic gym, as well as extension being underway at the St Johns Ambulance site, however this does not override the fact that this development is not considered to be detrimental to highway safety.
- 7.44 Whilst cars may already park along Mayfield Road, this is an existing situation which cannot be rectified by this current application.

Public right of way

- 7.45 The dwellings have been sited to ensure that there is adequate space between the proposed dwellings and the existing right of way. A distance of approximately 5 metres, of verge, from the right of way, which measures approximately 8 metres in width. Given the separation distance between the proposed development and existing right of way, this is considered a sufficient distance to ensure this right of way is not adversely affected by the development. The County Council Countryside Services Team have raised no objections to the development and requested that informatives (relating to the right of way) are added, should the application be approved.

Ecology

- 7.46 The assessment indicates that all habitats and plant communities recorded on and adjacent the site are common and widespread. It identified that habitats on the site have the potential to support nesting birds there is however some potential for bats to roost in the adjacent hedgerow. It is therefore considered that should the development commence this factors are taken into consideration by the developer. The development of this site does however offer the opportunity to enhance this existing area and enhance biodiversity.

Amenity

- 7.47 As previously stated, the scheme has been designed to take into account the existing residential property at No. 5 Mayfield Road and as such all windows have been sited so not to look towards this existing property.
- 7.48 To the south east of the site lies a residential care home, currently under construction, the minimum distance to the common boundary and rear elevation of the proposed dwellings measures approximately 9.2 metres. The care home is then set approximately 7.4 metres from the common boundary to the rear elevation. The total depth from the rear elevation of both buildings is approximately 18 metres. This is considered to be a sufficient distance to ensure that this would not result in undue overlooking or overshadowing to either occupier.

Refuse collection

- 7.49 It is considered that there is sufficient manoeuvring space within the site for refuse vehicles, as well as adequate storage area.

Contamination

- 7.50 The site lies in area previously used as a gravel pit (the southern section). The desktop study submitted with the application indicates that a further investigation should be undertaken to characterise the physical and chemical nature of the underlying soils. In light of this it is recommended that a condition is imposed requiring further information.

Archaeology

- 7.51 Comments received from the County Council indicate that the site lies in an area of high archaeological potential. It is considered that archaeological remains survive on the northern half of the site and that the proposed development would severely damage or destroy these remains. In light of this it is recommended that the northern half of the site should be subject to a programme of archaeological investigation. It is recommended that a condition is imposed to ensure this takes place.

Fire and Rescue

- 7.52 The proposed development should secure adequate fire hydrants; this can be dealt with by way of condition.

Section 106 Contributions

- 7.53 Whilst contributions could normally be sought for open space and the Market Town Transport Strategy, it is considered that given that the land is being given for free, by the District Council, this would not merit these required contributions. S106 contributions are normally taken off the land value, however there is in effect no value to this land and so contributions cannot be deducted from this value. The need for affordable housing within the area and the desire to provide an exemplar sustainable development outweighs any financial benefit requested by consultees. In this instance it is considered acceptable that this development does not provide for any additional financial contributions.

Affordable Housing

- 7.54 The entire development shall be affordable housing. As the District Council is both the Landowner and Local Planning Authority, this is most appropriately secured through the land transfer rather than the planning process.

Other Matters

- 7.55 One letter of support has been received regarding the proposed development.
- 7.56 Most of the adverse comments received have been addressed above.
- 7.57 Some concern has been raised that a younger age group may not be compatible with those residents in Hunters Down, as well as concern over noise. This application however seeks residential development within an existing residential area, whilst the future occupiers of any development would not be known it is not envisaged that a mixed community would be detrimental to the area, this would only seek to create a more diverse community. It is not considered that any noise generated from a residential development would be detrimental to the surroundings.

- 7.58 Whilst the development seeks a block of flats, this is not considered to cause 'housing problems'. It is appreciated that it may be the personal opinion of some people that this will lead to housing problems in the future. There is a need to provide for higher density development, which this application strives to achieve, in line with government guidance; as such this form of development is considered a suitable way to assist in meeting the need for housing.
- 7.59 Further concern has been raised over the need for this development, given that affordable housing remains empty elsewhere. Whilst this may be the case in the short term, these units if vacant would only be due to maintenance requirements and not because there is not a need for housing.
- 7.60 Concerns have also been raised by Spring Common School relating to the potential increase in traffic and the request for appropriate traffic calming measures. The issue over traffic increase has already been considered, this scheme would not warrant the provision of traffic calming, and this is matter that would need to be considered by the Highways Authority. The request for CCTV is also noted; however this cannot be justified or required as part of this application.

Conclusion

- 7.61 The proposed development would bring forward an exemplar form of sustainable residential development.
- 7.62 The proposal whilst partially developing an area of open space is not considered to adversely affect the character of the existing area. The development, whilst of a contemporary nature is considered to be of a high quality design, with well planned public spaces and makes a more efficient use of land. The development has been effectively integrated into the existing urban environment and creates a local distinctiveness, through good architecture and landscaping.
- 7.63 Having considered the balance of the arguments put forward and taken into account the relevant material considerations, the Panel

8. RECOMMEND

- i. **THAT, subject to conditions to be determined by the Head of Planning Services, to include those listed below, the application be supported;**
- ii. **THAT, if the application is supported by the Council, 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.**


Conditions:

02003	Time Limit (3yrs)
05004	Notwithstanding submitted material details required
Nonstand	Soft and hard landscape details
06011	Soft landscape
06012	Hard and soft landscape implementation
06003	Implementation - replacements
06016	Landscape management plan
06019	Protection of trees and hedges during works
Nonstand	Boundary treatment
09001	Lighting scheme before installation
Nonstand	Archaeology
13003	Permitted Development (Extensions)
Nonstand	Removal of windows permitted development
17001	Levels Building/Site
Nonstand	Contamination
Nonstand	Fire hydrants
Nonstand	Visibilty
Nonstand	Access
Nonstand	Solar thermal and photovoltaics
Nonstand	Code level 5 – sustainable homes
Nonstand	In accordance with sustainability statement
Nonstand	Sustainable drainage

BACKGROUND PAPERS:

Planning Application File Reference: 0802728FUL
East of England Plan - Revision to the Regional Spatial Strategy (May 2008)
Cambridgeshire and Peterborough Structure Plan, 2003
Huntingdonshire Local Plan, 1995

Huntingdonshire Local Plan Alteration, 2002
Huntingdonshire Interim Planning Policy Statement 2007
Huntingdonshire Local Development Framework Submission Core Strategy
2008
Huntingdonshire Landscape and Townscape Assessment (2007)
Huntingdonshire Design Guide (2007)
External Artificial Lighting SPG
Developer Contributions Towards Affordable Housing (SPD – Nov 2007)
Design Brief July 2008 Mayfield Road
Market Housing Mix 2004
Huntingdonshire District Council Open Space, Sport and Recreation Needs
Assessment and Audit 2006
'Growing Awareness – A Plan for Our Environment'

Contact Officer: Michelle Nash Development Control Officer
 01480 388405

PLANNING COMMENTS : 2nd October 2008

0802528LBC	WEST
Trustees of The Commemoration Hall, 39 High Street, Huntingdon	
Display of advertising banners and boards and re-decoration of façade - 39 High Street, Huntingdon PE29 3AQ	
<p>The panel made no comment in reference to this application, owing to a declaration of interest by five of the seven members in attendance.</p>	
<p>Recommend APPROVAL. The proposals will result in a significantly improved appearance to the building. Recommend further that vandal proof materials be used.</p>	
0802556FUL	NORTH
Mr G Jolly, 118 Kent Road Huntingdon PE29 7JH	
Erection of first floor extension over garage - 118 Kent Road, Huntingdon PE29 7JH	
<p>Recommend APPROVAL. The proposed extension does not impact on neighbouring properties. Materials appear to be in keeping with the existing.</p>	
0802720FUL	WEST
Addaction.c/o David Newton Chartered Accountant, Skeber Cadson, Callington, Cornwall PL17 7HW	
Change of use of ground floor offices to advice and counselling centre - 7- 8 Market Hill, Huntingdon PE29 3NR	
<p>Recommend APPROVAL. The Panel welcomes the change of use to the existing office space, which makes a positive contribution to the town centre. The panel also recommends no external signage is to be used.</p>	
0802728FUL	EAST
Darren Blake, Circle Anglia 1 St Catherines Square Cambridge CB4 3XA	
Erection of 20 houses and 9 flats with associated works and landscaping - Informal open space North West of 5 Mayfield Road, Hartford.	
<p>Recommend REFUSAL. The proposals are considered to overdevelop the site. Its scale is entirely out of keeping with existing surrounding properties and will therefore have an adverse affect on the area.</p>	
25/09/2008: Amendment to landscaping	
02/10/2008 The Panel noted the amendment.	

mn

KH
6.10.08

HUNTINGDON TOWN COUNCIL

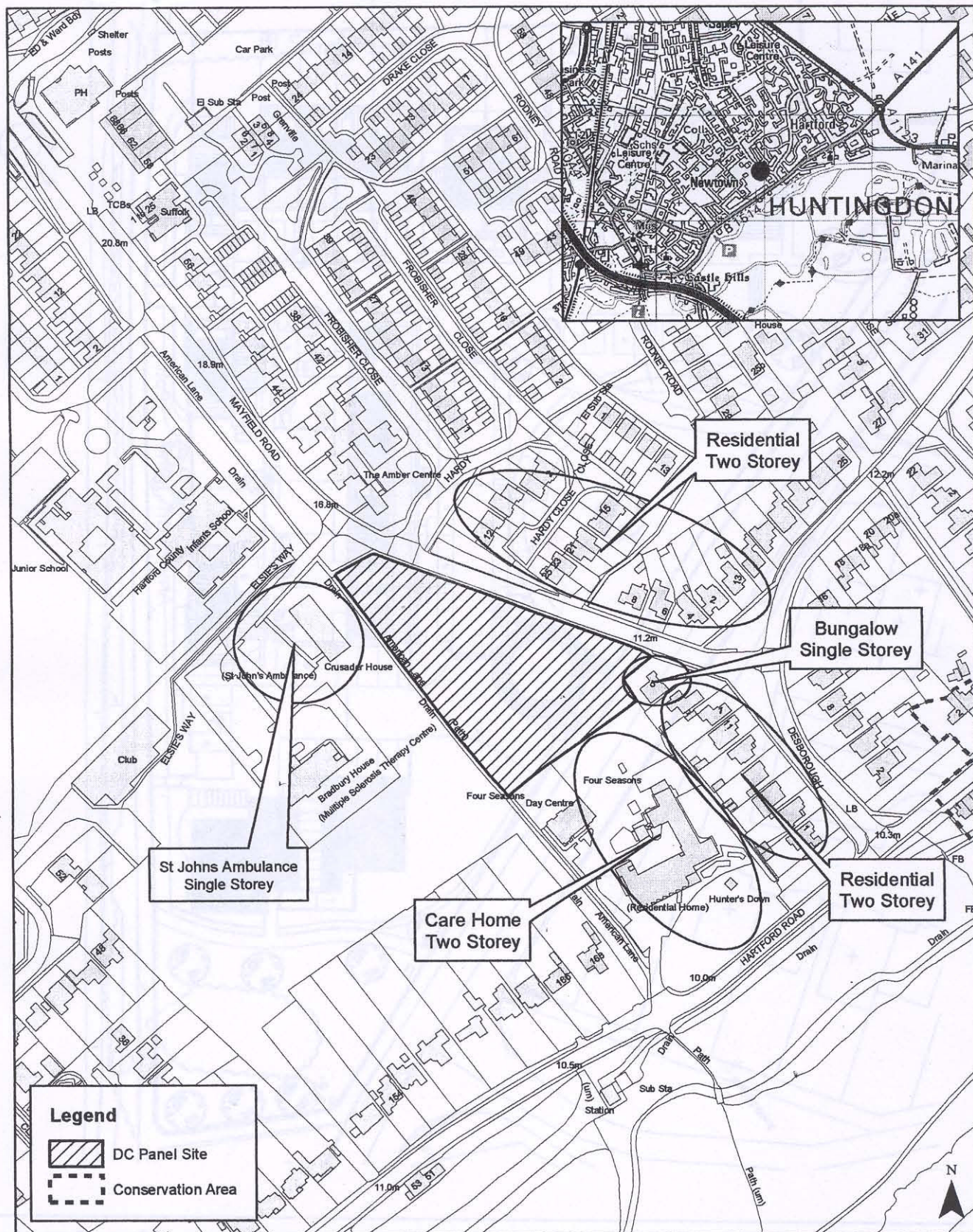
PLANNING COMMENTS : 13th NOVEMBER 2008

<p>0802305FUL Mr C Crowley, Twigden Homes Ltd, The Shrubbery, Church Street, St Neots Approval of landscaping details for 129 dwellings - Land rear of Huntingdon Forensic Laboratory, Hinchbrooke Park Road, Huntingdon PE29</p>	<p>WEST</p> <p>Recommend APPROVAL. The proposals would appear to enhance the character of the area.</p> <p>0802728FUL Darren Blake, Circle Anglia 1 St Catherines Square Cambridge CB4 3XA</p> <p>Erection of 20 houses and 9 flats with associated works and landscaping - Informal open space North West of 5 Mayfield Road, Hartford.</p> <p>Recommend REFUSAL. The proposals are considered to overdevelop the site. Its scale is entirely out of keeping with existing surrounding properties and will therefore have an adverse affect on the area.</p> <p>25/09/2008: Amendment to landscaping. 03/11/2008: Amendment-Amended plans for (i) use of Solar Thermal panels and more Photo Voltaic cells; (ii) Removal of Biomass boiler; (iii) Omission of Modcell construction; (iv) Revised site plan to include alteration to pathways, access routes and boundary treatment.</p> <p>02/10/2008 The Panel noted the amendment.</p> <p>13/11/2008 Recommend REFUSAL. The Panel still consider the proposals will overdevelop the site. Scale is entirely out of keeping with existing surrounding properties and will therefore have an adverse affect on the area.</p> <p>WEST</p>
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Development Control Panel 17th November 2008

Location: Huntingdon

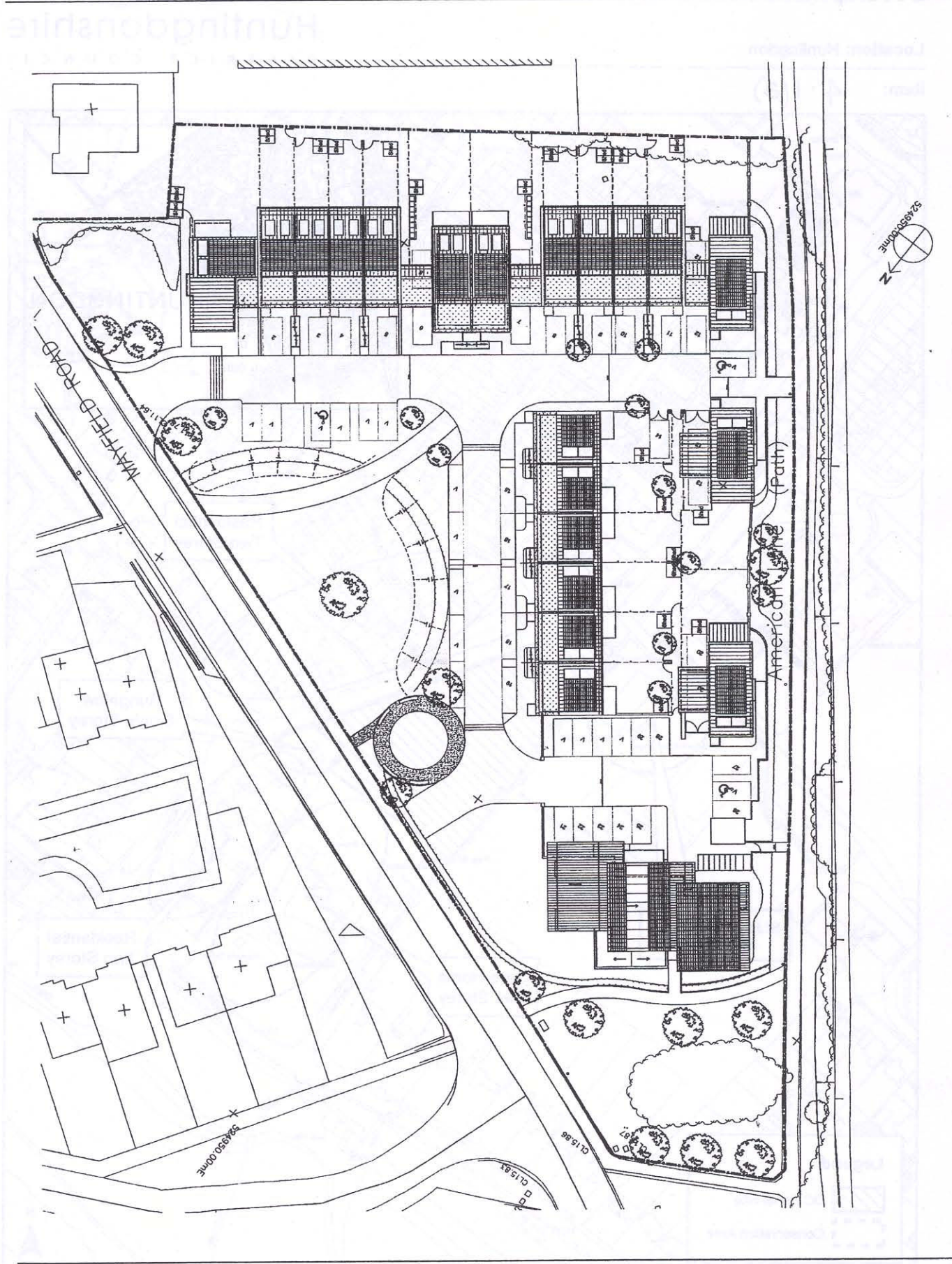
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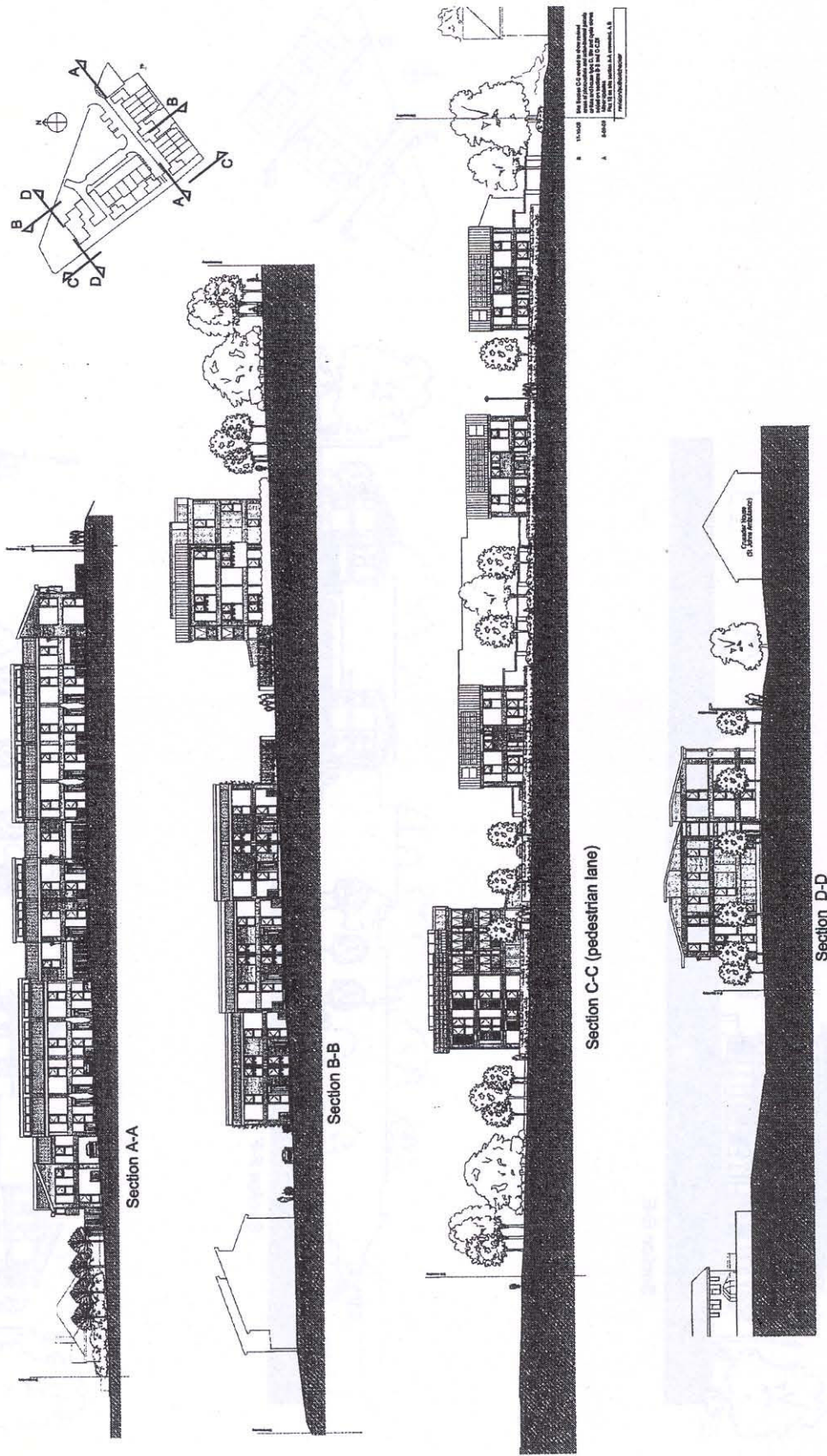
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Scale: 1:2500

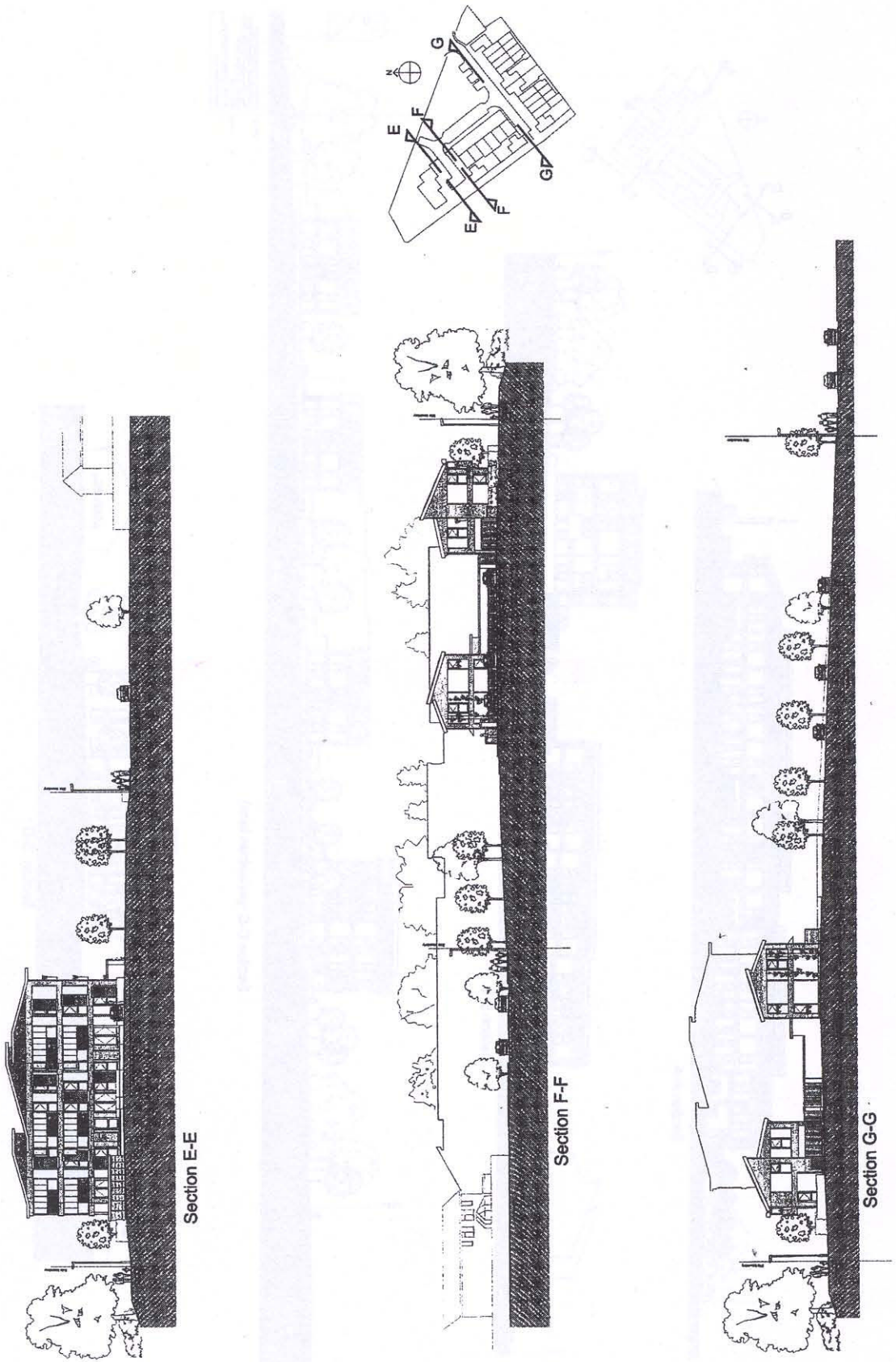
Proposed Roof Plan



Agenda Item No: 4 (1) - Huntingdon

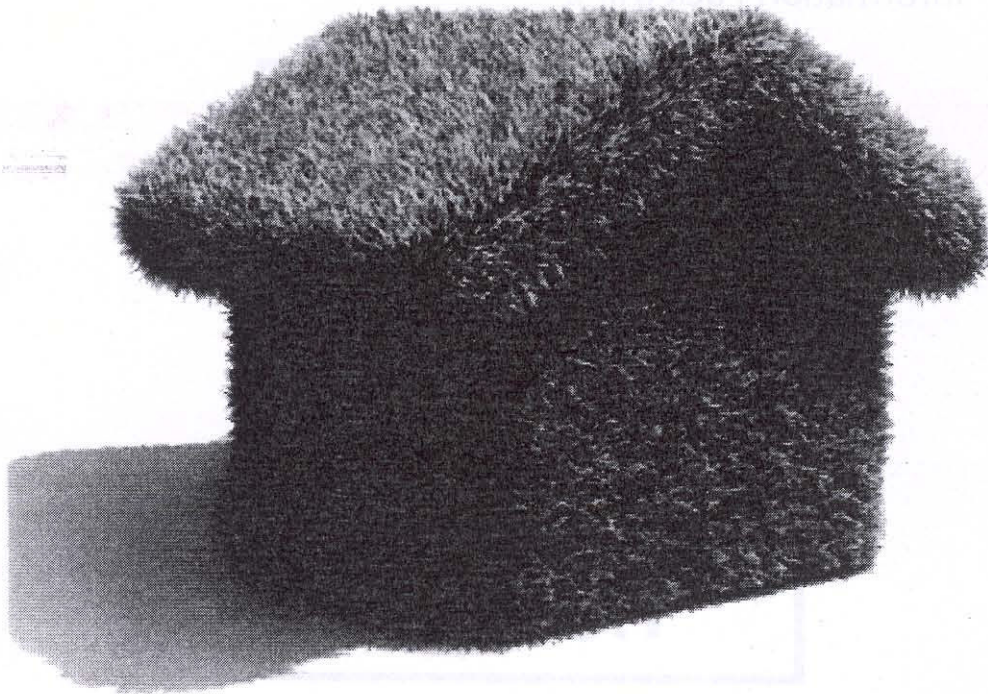


Proposed Site Sections





Greener homes for the future



Our homes account for around 27% of the UK's carbon emissions, a major cause of climate change. The Department for Communities and Local Government laid the foundations for greener housing when it launched the Code for Sustainable Homes in 2007. Since May 2008 all new homes are required to have a Code rating against the Code and for a Code certificate to be included within the Home Information Pack (HIP).*



* Subject to transitional arrangements. These provisions only apply to those new homes where a local authority has *received* a building notice, initial notice or full plans application after 1st May 2008

What is a Code Home?

Code homes are built to the standards set in the Code for Sustainable Homes (the Code). They are more energy and water-efficient, produce fewer carbon emissions and are better for the environment.

Code homes also encourage their owners to live a more sustainable lifestyle and are built in a more efficient way, using materials from sustainable sources. This creates less waste and also means Code homes have lower running costs.

There are nine categories in the Code covering energy, water, the materials used in the home through to health and wellbeing and pollution with points assigned to each category.

When a builder chooses to incorporate a specific feature they are awarded points, which when added together, form the basis of a hotel-style star rating system.

The Code sets minimum standards for energy and water use at each level. The rating a home receives depends on how it measures up in nine categories:

- Energy and CO₂ Emissions
- Water
- Materials
- Surface Water Run-off
- Waste
- Pollution
- Health and Wellbeing
- Management
- Ecology

How the Code works

The Code uses a 1 to 6 star rating system to communicate the overall sustainability performance of a new home. A home assessed as 6 stars will have achieved the highest sustainability rating. The results of the Code assessment are then recorded on a certificate assigned to the dwelling which can then be used as part of the Home Information Pack (HIP).

A Code assessment can only be carried out by a licensed and accredited Code assessor. This ensures the rating is independent and trustworthy. In order to build to the Code, a builder needs to hire the services of a Code assessor. They can advise what features need to be installed to achieve different levels of the Code.

The rating ranges from 1 to 6 stars:

- 1 ★ homes will be 10% more energy efficient and 20% more water efficient than most new homes.

It may also have some of the other features in the Code such as providing office work space with communication links within the home, secure cycle storage or greater security features.

- 3 ★ homes would be 25% more energy efficient and have many more sustainable features than a 1 ★ home.
- 6 ★ homes would be highly sustainable and over the course of the year their net carbon emissions would be zero. Needing over 90% of the points available, a 6 ★ home would include most of the sustainability features in the Code.

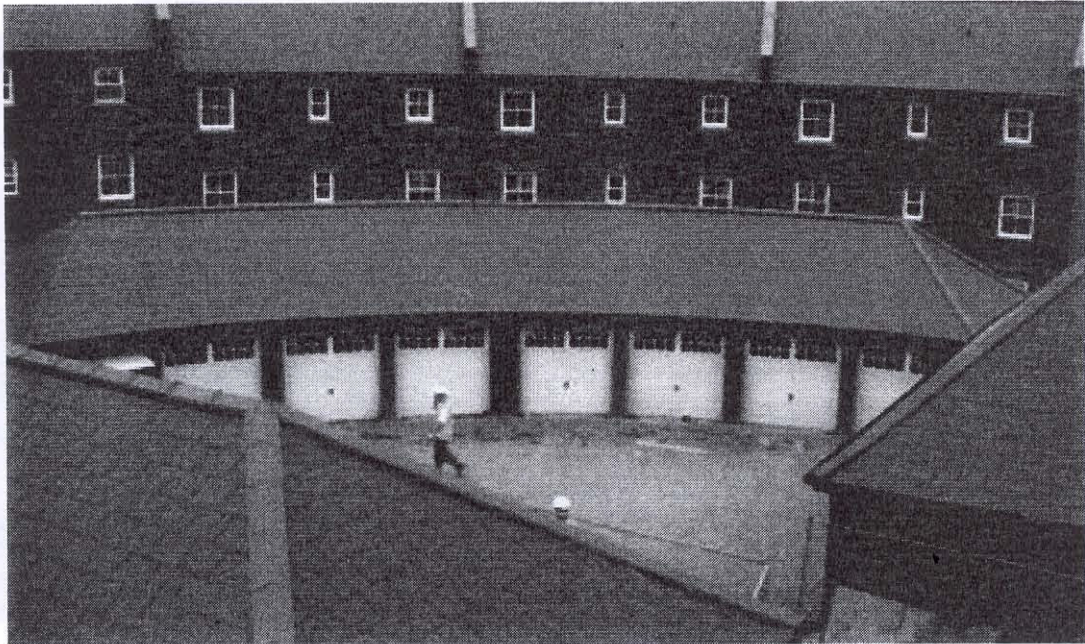
Why we need the Code

We are committed to protecting and enhancing the environment and tackling climate change. We know that buildings contribute almost half of the UK's carbon emissions. Our long-term goal is to reduce carbon emissions by 60 per cent by 2050, and to achieve this we need to make sure new housing is much more sustainable.

This is all the more important because at the same time we are on the brink of an ambitious building programme to tackle the national housing shortage.




The Code minimises the environmental damage from the construction process and offers an opportunity to revolutionise the design of new homes so that the housing market encourages people to live more sustainable lifestyles.

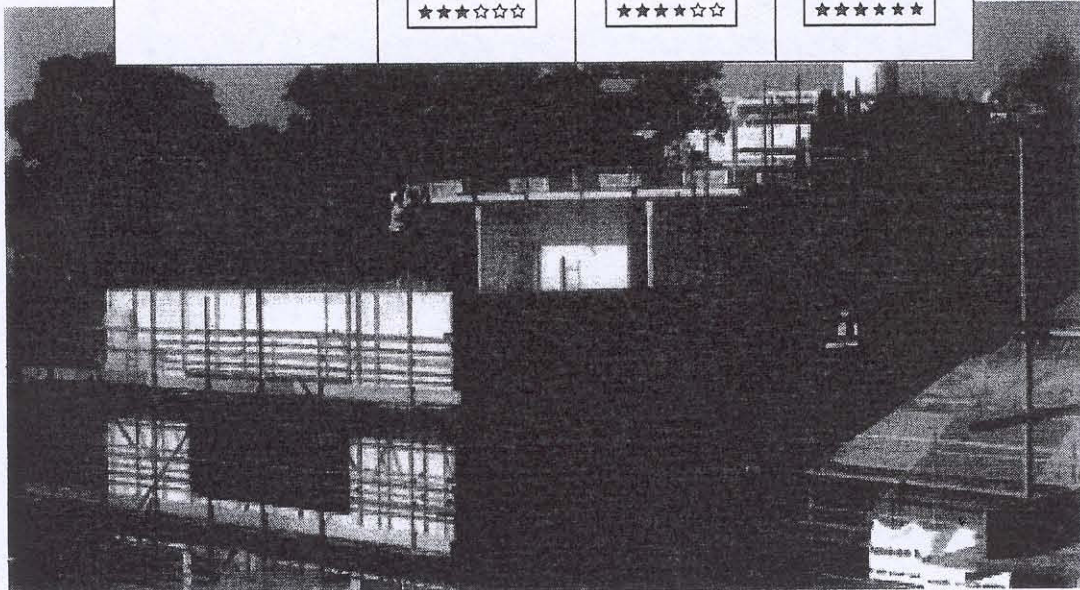
For housing industry members, adopting the Code is an important step towards our target that all new homes built from 2016 must be zero carbon rated.



Greener homes for the future

In 2006 the Government announced a 10-year timetable towards a target that all new homes from 2016 must be built to zero carbon standards, to be achieved through a step by step tightening of the Building Regulations.

Date	2010	2013	2016
Energy efficiency improvement of the dwelling compared to 2006 (Part L Building Regulations)	25%	44%	Zero carbon
Equivalent standard within the Code	Code level 3 	Code level 4 	Code level 6 



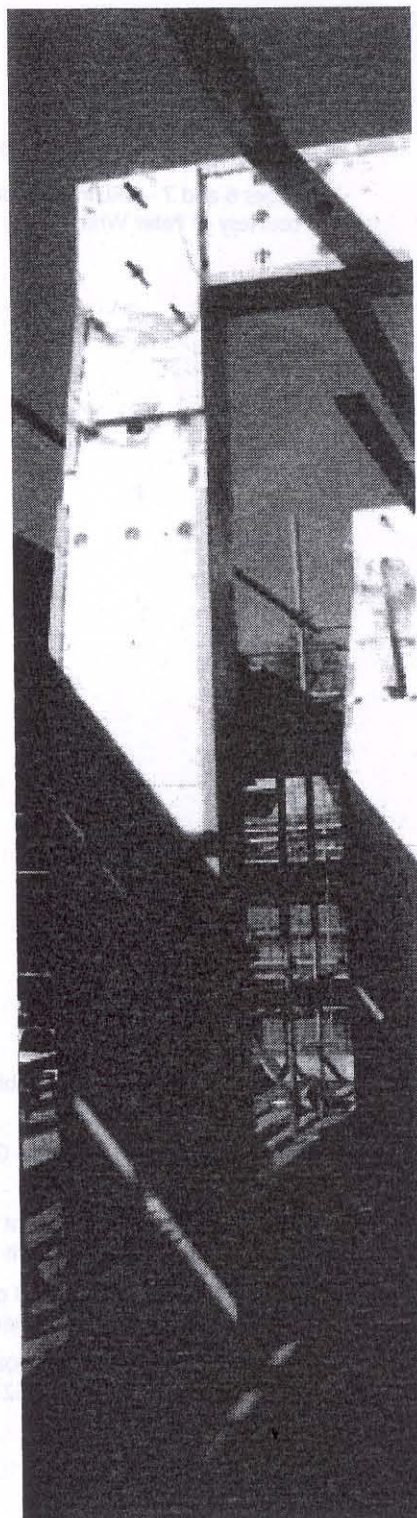
Mandatory ratings

From April 2008, all new social housing must be built to a minimum of Code level 3. The Code is voluntary for privately built housing. However, also since May 2008 all new homes are required to have a Code rating in the Home Information Pack (HIP). This means that homes built to, and assessed against the Code, must include the Code certificate within the HIP.

Homes not assessed against the Code must include a nil-rated certificate of non-assessment in the HIP. These nil-rated certificates are available for free from the HIPs website
www.homeinformationpacks.gov.uk

Building a home to the Code means that sustainability is designed in. By building to Code standards, we can make Britain's homes more environmentally friendly for the future.

For more information on the Code, including how to get hold of a licensed Code assessor and the Code technical guidance, please visit
www.communities.gov.uk/thecode



Picture credits

Pages 4 and 5 – courtesy of NHBC

Pages 6 and 7 – BRE Innovation park
courtesy of Peter White, BRE

A Welsh translation is available on request by
calling 0870 1226 236.

Mae'r daflen hon ar gael yn Gymraeg hefyd drwy
ffonio 0870 1226 236.

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Cabinet

**Report of the meetings held on 25th September,
16th October, 6th, 7th and 20th November 2008**

Matter for Decision

42. BUDGET AND MEDIUM TERM PLAN 2009 - 2014

In conjunction with the Overview and Scrutiny Panel (Corporate and Strategic Framework) and by way of a report by the Head of Financial Services (reproduced as an Appendix) the Cabinet has reviewed the draft 2009/10 Budget, the Medium Term Financial Plan for the period up to 2012/14 and the longer term financial forecast to 2023/24. Final approval of the proposals will be dealt with by Council at its meeting on 18th February 2009.

In discussing the content of the reports, Members have emphasised the need to consider a range of potential savings, particularly given the uncertainty as to future levels of revenue support grant and the possible impact of a lower than expected increase in Government grant in 2009/10. For the purpose of clarification the District Council's contribution to the Cambridgeshire County Council's accident safety scheme on the A141/Kings Ripton Road junction will be financed from the Medium Term Bids for the Local Transport Plan (£30k), Huntingdonshire Transport Strategy (£5k) and Safe Cycle Routes (£20k) with the balance of £20k from the LPSA reward funding.

The Cabinet therefore

RECOMMEND

that the draft Budget and Medium Term Plan, appended to the report now submitted, be approved to assist in the production of the Budget for 2009/10, revised Medium Term Plan for 2013/14 and the Financial Strategy to 2023/24.

Matters for Information

43. CREATIVE ENTERPRISE CENTRE, ST. NEOTS

Having been informed of the outcome of a tender exercise for the management of the new creative enterprise centre in St Neots, the

Cabinet has approved a tender received from N W E S and has authorised the Head of Legal and Estates, after consultation with the Executive Councillor for Resources and Policy, to agree the final terms.

The Enterprise Centre, developed in conjunction with Longsands College and the Department of Communities and Local Government, will provide accommodation for about 24 small creative businesses, together with other facilities for educational exhibition and conference purposes.

44. IMPROVING LOCAL ACCOUNTABILITY CONSULTATION CHANGES TO OVERVIEW AND SCRUTINY POWERS

Having regard to the views of both the Overview and Scrutiny Panels, the Cabinet has approved the content of a suggested response to a consultation paper issued by the Department for Communities and Local Government on improving local accountability which proposes a number of changes to the overview and scrutiny function. The consultation paper has been produced in response to a recent White Paper "Communities in Control" which aims to encourage greater community involvement in local decision making.

In considering the proposals, Executive Councillors have questioned the proposed introduction of a statutory requirement to make provision for a dedicated scrutiny resource to support the overview and scrutiny operation. Although not applicable to District Councils, the Cabinet has suggested that this should be at the discretion of individual authorities depending on local circumstances. With regard to the overall package of proposals to raise the profile of overview and scrutiny, the Cabinet recognised that several of the initiatives already have been either tried or implemented by the Council.

45. MARKET RULES

The Government has approved revised rules for Council-operated markets in Huntingdonshire. The rules had been revised to ensure that they are relevant and appropriate to current trading practices and have been the subject of consultations with existing market traders. The Cabinet has also authorised the Director of Environmental and Community Health Services, in consultation with the Executive Councillor for Operational and Countryside Services, to make any minor changes to the rule as may be necessary in the future.

46. REPRESENTATION ON ORGANISATIONS

In view of the recent problem in the banking sector, the Cabinet has appointed Councillors J A Gray, T V Rogers and L M Simpson as the Members with whom the Director of Commerce and Technology will consult to exercise delegated authority on treasury management matters.

47. FINANCIAL MONITORING – REVENUE BUDGET

The Cabinet has noted the expected revenue budget variations already identified in the current year. In discussing a summary of income collected and amounts written-off during April to September 2008, the Cabinet has expressed concern over the impact of the recent introduction of empty property rating on local business interest and commercial concerns. With this in mind, the Cabinet has requested that representations be made to the Local Government Association over the adverse effects of this measure with a request that the Association lobby the Government for its removal.

48. CAPITAL PROGRAMME MONITORING – 2008/2009 BUDGET

The Cabinet has been acquainted with variations in the Capital Programme in the current year. Having discussed the main variations in the programme the Cabinet has approved the commencement of the Medium Term Plan schemes for the St. Ivo Leisure Centre – Football Improvements, Huntingdon West Development, St. Neots Green Corridor and the Sustainable Homes Retro-Fit Scheme. The latter is subject to the Executive Councillor for Finance and Environment being consulted on the scheme's timing in relation to the ongoing housing market.

49. CAMBRIDGESHIRE AND PETERBOROUGH JOINT MUNICIPAL WASTE STRATEGY

The Cabinet has approved the content of a revised Cambridgeshire and Peterborough Joint Municipal Waste Strategy. The Strategy has retained the original principles of the first management strategy published in 2003 and has addressed the following key themes and associated objectives and actions:-

- ◆ underlining strategic principles for the waste strategy;
- ◆ joint working;
- ◆ climate change;
- ◆ protection of the environment;
- ◆ waste prevention and reuse;
- ◆ recycling and composting;
- ◆ management of residual waste;
- ◆ wider waste roles; and
- ◆ stakeholder engagement

The Cabinet has noted that the adoption of the new Strategy will have no additional financial implications for the Council. Whilst discussing recycling levels, the Cabinet has congratulated residents for their continuing efforts in recycling which has resulted in the strategy target for 2010/2011 of 55-60% already having been achieved.

50. ENHANCED CLEANSING SERVICES

Further to Item No. 38 of their Report to the meeting of the Council held on 24th September 2008, the Cabinet has considered further

reports by the Overview and Scrutiny Panel (Service Delivery) regarding the use of Alcohol Disorder Zones and the introduction of additional cleansing services in the town centres on Sunday mornings to deal with the effects of the Saturday night time economy.

In considering the Panel's recommendations, the Cabinet still consider that the Panel has failed to explain sufficiently the scope for any re-distribution of cleansing schedules in the Operations Division, the precise extent of the streets to be cleaned and whether financial contributions might be forthcoming from the Town Councils towards an enhanced service. Nevertheless in expressing its support for an improvement to the appearance of town centres, the Cabinet has agreed to accept in principle the introduction of cleansing services on Sundays in the market towns across the District. In so doing, the Cabinet has requested that financial contributions towards the cost of implementing additional cleansing be sought from the relevant town councils and that the Head of Operations investigate the feasibility of re-scheduling cleansing rotas within existing resources and report thereon to a future meeting of the Cabinet.

In considering the circumstances in which Alcohol Disorder Zones (ADZs) could be introduced in the District, Executive Councillors have been reminded that ADZs were introduced by the Violent Crime Reduction Act 2006 in response to problems in city and town centres as a result of excessive alcohol consumption. Having noted that ADZ's are intended as a short-term, last resort measure to address high levels of alcohol related nuisance and disorder, circumstances which are not applicable in the District, the Cabinet has recognised that their use is inappropriate to deal with the problem of litter.

51. SUPPORTING LOCAL RETAILERS

The Cabinet has endorsed the action taken by Management Team to introduce a car park voucher scheme aimed at supporting local retailers by increasing the number of people who choose to shop in Huntingdon, St. Neots and St. Ives during the present economic climate. A voucher will be printed in the next edition of Districtwide which can be used to park free of charge for up to four hours in any long-stay car park on Saturdays in December or January.

**52. APPOINTMENT OF CORPORATE DIRECTOR,
CENTRAL SERVICES**

(The following item was considered as a confidential item under paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.)

Having been acquainted with the requirements of paragraph 4(e) of the Officer Employment Procedure Rules, the Cabinet confirmed that there was no material or well-founded objection to the Panel's proposals with regard to the offer of an appointment to fill the vacancy of Corporate Director, Central Services.

53. HOUSING STRATEGY FOR THE CAMBRIDGE SUB-REGION

The Cabinet has approved the content of a Housing Strategy for the Cambridge Sub-Region which has been prepared by the seven local authorities making up that area. The Strategy enables bids for funding for housing purposes to be made at regional level and satisfies the Audit Commission's criteria for delivering an excellent service. In discussing the Action Plan appended to the Strategy, the Cabinet has expressed caution over the achievement of the Plan's objectives given the current climate in the housing market.

54. THE HUNTINGDONSHIRE GYPSY AND TRAVELLER SITES DEVELOPMENT PLAN DOCUMENT: INITIAL ISSUES AND OPTIONS: PRINCIPLES AND PROCESSES CONSULTATION

Having regard to the views of the Overview and Scrutiny Panel (Service Support) (Item No. 23 of their Report refers), the Cabinet has approved for public consultation the contents of the Huntingdonshire Gypsy and Traveller Sites Development Plan Document: Initial Issues Consultation Document; Principles and Processes. The paper is the first of a series of documents which will result in a plan identifying sites to provide accommodation for the gypsy and traveller community in Huntingdonshire. By providing adequate provision for gypsies/travellers on sites which are well designed with appropriate facilities, it is anticipated that unauthorised encampments and developments and the impact on local communities will be reduced. The Cabinet has noted that Members of the Council and of town and parish councils will be invited to an explanatory workshop on the consultation process and that the final plan will be subject to an examination by an independent planning inspector prior to its final adoption by Council in 2010.

55. DECENT HOMES FOR VULNERABLE PEOPLE IN THE PRIVATE SECTOR

Further to Item No. 54 of their Report to the Council held on the 5th December 2007, the Cabinet has been advised that the Council has been awarded a capital grant of £162,400 from EERA's Housing and Sustainable Communities Panel to help improve "non decent homes" in the private sector. In discussing how the grant should be used, Members have been reminded that a previous award was reserved for thermal efficiency improvements. However, despite targeted publicity the take up of this grant has been lower than anticipated. Nevertheless, Members were advised that the demand for grants was expected to increase due to rises in fuel costs and the expansion of the scope of the grant criteria. In considering the possible rephrasing of the previous year's grant, the Cabinet has agreed to use the 2008/09 award of £162,400 in the current year for decent homes for vulnerable people – to rectify Category 1 hazards and thermal efficiency improvements and that the 2006/07 and 07/08 award be rephrased for the same purpose with £75,000 of it being used in the current year to assist in funding the Sustainable Homes Retro-Fit Scheme. At the same time, the Cabinet has requested that a review

of the programme be undertaken once the basis and likelihood of the allocation of grant in future years is known.

56. GREAT FEN PROJECT GOVERNANCE

The Cabinet has approved arrangements for the District Council to enter into a Collaboration Agreement in respect of the Great Fen Project for a renewable five year fixed term. In so doing, Executive Members were advised that the Agreement will strengthen the existing Memorandum Agreement by defining the relationship between the partners, setting out the project's aims and objectives and summarising certain managerial/financial matters. Having considered the reservations of the Overview and Scrutiny Panel (Service Support) regarding certain aspects of the Project (Item No. 22 of their Report refers) and in particular the need for improved transparency and accountability, the Cabinet has requested that the final draft agreement be considered by the Overview and Scrutiny Panel prior to its consideration by Cabinet.

57. FREE SWIMMING FOR OVER 60s AND UNDER 17s

The Cabinet has endorsed the action taken by Management Team to introduce free swimming for the over 60s with effect from 1st April 2009. The action has arisen in response to communications from the Department for Culture, Media and Sport (DCMS) requesting a decision on whether the authority will be participating in the Government's incentives for local authorities to offer free swimming for over 60s and under 17s. Whilst discussing the benefits and risks associated with each incentive, along with the funding allocation being offered by the DCMS, Executive Members have accepted that free swimming for the over 60s could be both cost effective and manageable given the numbers likely to take up the offer. However, it was felt that free swimming for under 17s could have a significant impact upon admissions and the reimbursement offered was not commensurate with the cost involved in providing the extra staff required for the anticipated demand. The decision has received the support of the District's five Leisure Centres Management Committees.

I C Bates
Chairman

**BUDGET AND MEDIUM TERM PLAN 2009-2014
DRAFT PROPOSALS
(Report by the Head of Financial Services)**

1 PURPOSE

- 1.1 The purpose of this report is to allow the Cabinet to review the draft 2009/10 budget, the Medium Term Financial Plan (MTP) to 2013/14 and the longer term financial forecast to 2023/24. This report will be considered by Overview and Scrutiny on the 11 November and their comments will be available at the Cabinet meeting.
- 1.2 Once approved by Council in December, these drafts will be used to produce the final budget and MTP for the following 4 years for formal consideration and approval by Council in February.

2. BACKGROUND

- 2.1 Cabinet will recall the Financial Strategy Report that they considered at their 4 September meeting which highlighted a number of unavoidable additional costs mainly flowing from the current economic problems both nationally and globally.
- 2.2 Since the production of the Financial Strategy, Heads of Service have reviewed their current budgets, existing MTP schemes and plans for the coming 5 years. This has resulted in a number of proposals to reduce, rephrase and increase revenue and capital expenditure. These have been reviewed by the Chief Officers' Management Team and been included in this report together with any necessary technical adjustments.

3. SUMMARY

- 3.1 The key points in this paper are:

- **Capital Reserves will run out next year and the Council will have to start borrowing which will raise the cost of capital projects.**
- **Revenue Reserves will run out in 2013/14 thus removing any remaining flexibility in achieving spending adjustments.**
- **Significant additional spending has had to be included in 2009/10 to cope with the unavoidable impacts of the economic situation.**
- **Savings have been identified to fund a significant portion of these extra costs.**
- **There are increased risks within the plan and these need to be considered in the context of Prudential Borrowing.**
- **Council Tax rises will continue to be limited to 4.99%**

3.2 The following table summarises the Council's financial position over the MTP period:

DRAFT FINANCIAL SUMMARY	FORECAST	BUDGET	MTP			
	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
	£000	£000	£000	£000	£000	£000
NET REVENUE SPENDING	20,206	23,195	24,943	25,365	25,234	24,294
Use of revenue reserves	-1,409	-3,596	-4,631	-4,063	-2,902	-1,145
<i>Remaining revenue reserves EOY</i>	19,337	15,741	11,110	7,047	4,145	3,000
Council Tax increase %	4.99%	4.99%	4.99%	4.99%	4.99%	4.99%

Total Spending Adjustments as yet unidentified		0	-500	-1,500	-3,142	-5,435
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Forecast Capital Spending	15,049	17,773	5,127	4,826	6,629	6,232
Remaining capital reserves EOY	1,574	0	0	0	0	0
Accumulated Borrowing EOY	0	15,099	19,326	23,451	29,380	34,912
Borrowing Costs	0	653	1,475	1,804	2,199	2,633
Interest received	-2,431	-1,164	-973	-774	-512	-366

A fuller summary including the corresponding figures for the whole Forecast Period is shown in **Annex A** whilst **Annex B** shows the draft MTP with the new proposed variations consolidated with those approved in February.

Further summaries and the new appraisal forms are available on the Council's website and via a link on the Member's section of the intranet. The final budget report in January will highlight those schemes that will require further approval from COMT or Cabinet before proceeding.

3.3 The Plan is based on two principles. Firstly, that revenue reserves should be used to spread the burden of identifying spending adjustments over a number of years to allow the most service focussed adjustments to be identified. Secondly, that Council Tax rises will be limited to 4.99%.

3.4 The total increase in spending between the 2008/09 budget and the 2009/10 draft budget of £2,775k (13.6%) is shown in the table below:

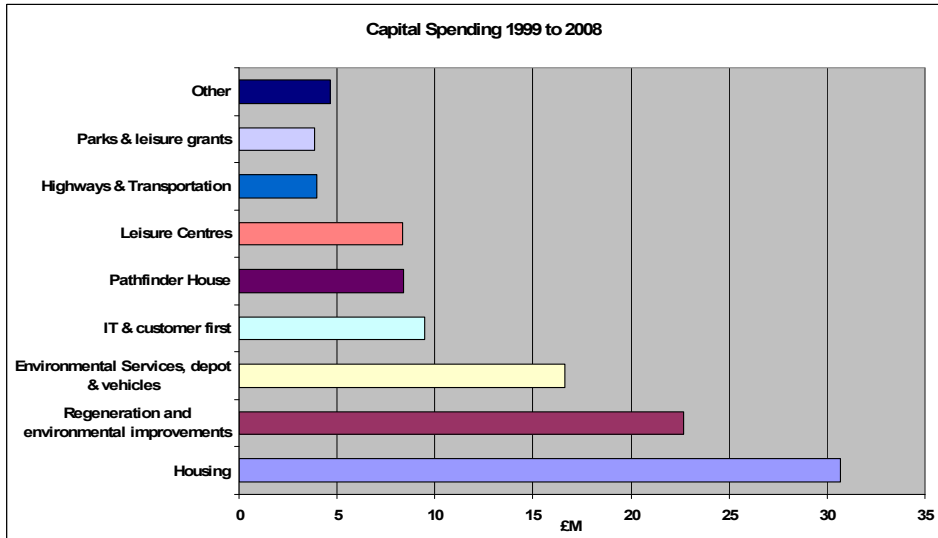
DRAFT SPENDING TOTAL	DRAFT BUDGET	
	2009/10	
	£000	£000
2008/09 Approved Budget		20,420
Proposed Variations		
Technical Items		
Inflation	1,333	
Reduced Interest	998	
Cost of borrowing	653	
VAT	-105	
Deferred schemes	175	3,055
Extra items Proposed (Annex C)		
Lost income	315	
A14 Inquiry	200	
Environmental	85	
Other	226	826
Rephasing		63
Savings		
Already approved (mainly Leisure centres)	-494	
Proposed (Annex D)	-374	-868
Other items		-301
TOTAL VARIATIONS		2,775
DRAFT SPENDING TOTAL 2009/10		23,195
% increase on 2008/09 budget		13.6%

3.5 The table highlights the fact that this major increase in net expenditure is due to inflation, reduced interest due to falling total reserves and the cost of borrowing.

4. THE KEY ELEMENTS

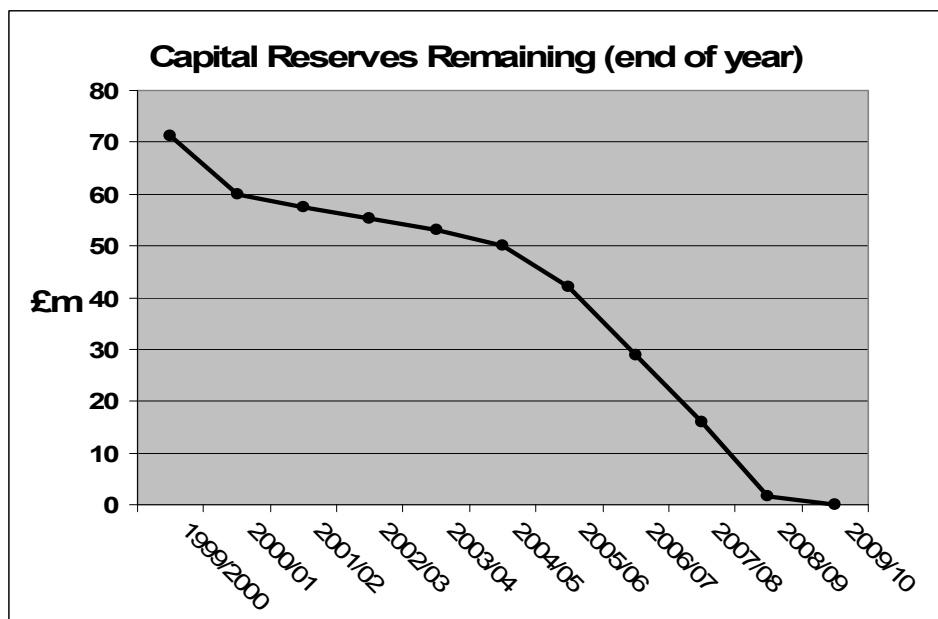
4.1 Capital Reserves

The Council received a large capital receipt when the housing stock was transferred to HHP in 2000 (£48M net) and has also obtained significant grants and contributions (£29M) and proceeds from sales of land and buildings (£35M). The chart below shows how we have spent £109M on capital projects for the benefit of Huntingdonshire residents over the last 9 years.



These projects include some which have given the Council a net revenue benefit, even after the impact of the lost interest is taken into account e.g. new/enlarged fitness studios at Leisure Centres.

The result of this spending is that whilst we still had £16M of capital reserves at March 2008, it is all planned to be spent by early in 2009/10 as shown below:



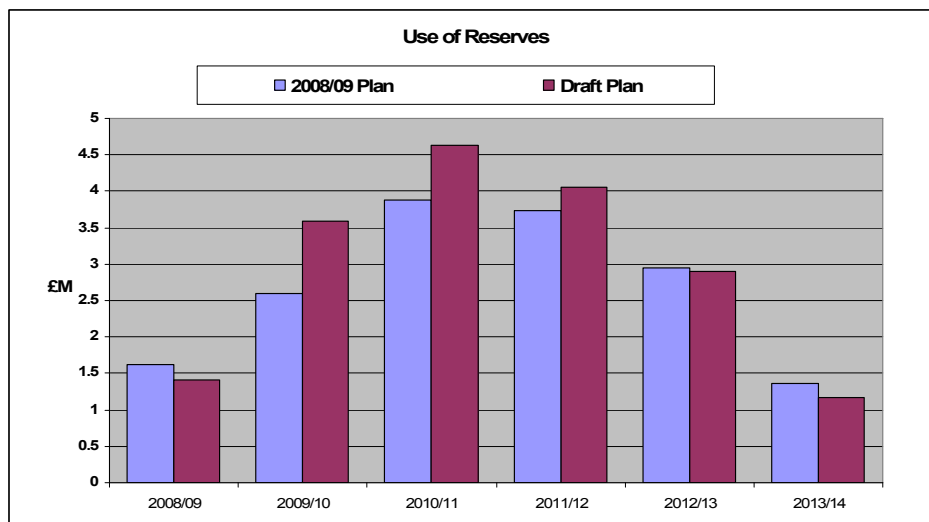
Borrowing to fund capital projects is based on the concept of sharing the cost of the project over the Council Tax payers that will receive the benefit over the life of the asset created. The majority of Councils have been borrowing for decades to fund projects because the alternative of funding them from revenue is generally impossible when programmes fluctuate between years, there are tight constraints on Grant increases and capping exists. Borrowing is more expensive than funding the project from revenue as the lender expects to make a margin over the rate of inflation. Similarly it is more expensive than simply forgoing the

interest on reserves and on average it is forecast that the cost of borrowing will be £88k per year per £1m borrowed.

The Government does not physically limit Council borrowing but it expects Councils to demonstrate that they will be able to afford to meet the repayments within its financial plans. Whilst this plan includes those repayments, the ability to comfortably repay is dependent on meeting the spending adjustments targets (see later).

4.2 Revenue Reserves

Revenue reserves will be used to ensure that the most appropriate spending adjustments are chosen. The following chart shows the remaining reserves for each year in the approved MTP compared with the proposed profile in this draft MTP. It is considered that reserves should not fall below £3M and indeed should probably climb to £4M later in the forecast period as spending increases.



4.3 Additional spending

Whilst it has been possible to reduce some of the items identified in the September report others have emerged. **Annex C** shows the Extra Cost items.

4.4 Savings

Annex D shows the “No extra cost and savings” items that Heads of Service have successfully identified. In addition to these a number of capital schemes have been deferred (included in Rephasing) and, included in the Technical items are some changes to inflation and an assumption that the VAT moratorium that allows us to recover all our VAT will become permanent.

The inflation changes are:

- Reduction in the provision for fuel costs in the light of the market falling back in recent weeks.

- The revenue inflation provision for 2009/10 has been limited to pay and other unavoidable items such as fuel, electricity, gas, NNDR, land drainage precepts, audit fees, and concessionary fares.
- The capital inflation provision for the whole MTP period has been limited to maintenance and replacement items and statutory Disabled Facilities Grants.

Annex E shows the future profile of Spending Adjustments still to be identified together with a reminder of the previous ones that are not yet guaranteed.

4.5 Risks

There are an increasing number of risks to the successful achievement of the proposed MTP which reflect the tighter financial constraints. The main risks are:

- The impact of services not being able cope with revenue inflation not being included on certain budgets in 2009/10.
- The impact on services of only certain capital budgets receiving inflation during the MTP period.
- The potential for the statutory Disabled Facilities Grants budget to be exceeded now that occupational therapists are reducing the backlog.
- The uncertainty in achieving the spending adjustments relating to Additional Grants, Leisure Centre savings and the new small general provision for staffing reductions.
- The possibility that the VAT moratorium will not continue.
- The continued uncertainty on Concessionary Fares together with the question of whether it will, in due course, become a County function and the potential impact of the guided bus on this budget and the car parking budget for St Ives.
- Uncertainties on the economic position and the Government reaction relating to grant and capping levels.
- The potential significant impact of lower equity prices on the employers' pension rate following the next pension revaluation.
- Other potential variances were illustrated in the Forecast report and risk will be considered again in the January report.

4.6 Council Tax Level

The plan is based on Council Tax rises being retained at 4.99% as historically this would have avoided capping and would probably still lead to a below average Council Tax at the end of the forecast period. There will need to be careful consideration of the Government's reaction to the economic position over the coming months before a final decision can be made about the Council Tax level for next year.

5. Other Items

- 5.1 Given that provisional Grant settlements were announced for 2009/10 and 2010/11 last year there may be no confirmation of any final adjustments to the figures until the new year. This is more problematic for Authorities like Huntingdonshire because of the uncertainty as to how much of the grant we are due will be withheld to support other authorities. There are likely to be significant changes in grant levels every three years as changes in the grant formula are being held until that time i.e. 2011/12, 2014/15 et seq. The question of the Area Cost Adjustment will be considered in 2011/12 and any changes are likely to result in a loss. Concessionary Fares may transfer to Counties at that time and it is unlikely that the changes in grant to reflect this will be a fair reflection of our costs because they are likely to be based on a standard formula.
- 5.2 The Government's attitude to capping in the light of the economic situation will be important. They have a difficult decision as, on the one hand, they could signal capping at lower levels than previously resulting in major service cuts, or, alternatively they can retain similar levels as in the past but be accused of the resulting rises not being affordable.

6. CONCLUSIONS

- 6.1 The Council's capital reserves will run out early in 2009/10 and the revenue reserves are planned to be used by 2013/14 to allow a staged identification of the further spending adjustments required.
- 6.2 Spending next year will be higher than previously planned because of a number of unavoidable impacts from higher inflation and the economic situation reducing demand for various services which provide a significant portion of the Council's income.
- 6.3 A significant level of spending adjustments has been achieved to mitigate these extra costs but the net impact is that the additional reserves resulting from the beneficial 2007/08 outturn will need to be used to cover the net impact.
- 6.4 The Council will need to be comfortable with the level of risk inherent in the MTP (including the achievement of the spending adjustments) when it considers its prudential borrowing limits in February.
- 6.5 The Government's attitude to capping in the light of the economic position will be significant and the Council will need to consider any statements carefully before determining the Council Tax in February. The draft plan assumes the continuation of the policy of increases of 4.99%.
- 6.6 The current volatility in the economy means that interest rates and the impact on services will need to be monitored over the coming weeks and may result in amendments being proposed to this draft plan before it is formally adopted in February.

7. RECOMMENDATIONS

7.1 Cabinet are asked to:


- Recommend this draft Medium Term Financial Plan to Council as the basis for the production of the 2009/10 budget, the revised MTP for 2010/11 to 20013/14 and the financial plan to 2023/24.

Annexes

- A Financial Summary
- B Draft MTP
- C Extra cost items
- D “No extra cost and savings” items
- E Spending Adjustments

ACCESS TO INFORMATION ACT 1985

1. Working papers in Financial Services
2. 2008/09 Revenue Budget and the 2009/13 MTP
3. Financial Strategy Report

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 01480 388103

DRAFT MTP		REVENUE						NET CAPITAL						GRANTS & CONTRIBUTIONS					
		2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000
Bid No.	Scheme																		
	Planning Policy and Conservation (cont.)																		
656	Planning Enforcement Monitoring Officer				22	26	26												
656	Planning Enforcement Monitoring Officer				1	1	1												
	Planning Fees - reduced income	75	50																
	Planning Conditions income		-25	-25	-25	-25	-25												
	Savings in costs		-10	-10	-10	-10	-10												
	Economic Development																		
401	Huntingdon Town Centre Development							13	0	311	321	334							
224	Town Centre Developments							21	0	0	210	64							
239	New Industrial Units			-37	-65	-65	-65	100	935					285					
	Earmarked Capital Receipt already received								285										
657	Creative Industries Centre, St Neots						-30	557					562						
1358	Ramsey Rural Renewal		12	5	5	3	0	10	52										
509	Industrial Estate Repairs							20	31										
643	Health Centre Sapley Square	-643	-643	-643	-643	-643	-643	16											
	Huntingdon West Development (Housing Growth Fund)												700	2,200	2,800				
	Empty Property Rates on Council Units	30	30	30	30	30	30												
	Corporate Commercial Property Advice	15	15	15															
	Huntingdon Town Hall	10	10	10															
	Community Initiatives																		
423A	Grant Aid to Voluntary Organisations	51	51	51	51	51	51												
423B	Community Information Project	57	57	57	57	57	57		11										

DRAFT MTP		REVENUE						NET CAPITAL						GRANTS & CONTRIBUTIONS					
		2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014
Bid No.	Scheme	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Joint Leisure Centres																		
806	Additional Holiday Pay		36	36	36	36	36												
718	Additional Holiday Pay	31	31	31	31	31	31												
	Exercise Referral Officer (net nil)																		
	Savings Target	-160	-750	-900	-900	-900	-900												
	Savings adjustment to balance MTP variations	-35	7	2	15	23	49												
	Community Facilities																		
803	Community Facilities Grants	46	60	60	60	60	60	89	105	69	69	69	69						
	Community Safety																		
670	Emergency Planning Contribution	24	24	24	24	24	24												
814	Crime and Disorder - Lighting improvements							47	23	24	23	24	25						
618	CCTV - Camera replacements	-8	-1	-1	-1	-1	-1	117	81	81	81	81	75						
384	CCTV Extension of coverage							53											
815	Huntingdon Skateboard Park	1						20						60					
	Housing Services																		
702	Mobile Home Park, Eynesbury								-168						168				
	Private Housing Support																		
717	Disabled Facilities Grants							999	800	800	800	800	800	448	335	335	335	422	422
70	Housing Needs Survey	5	5	5															
837	Repairs Assistance							150	200	200	200	200	200						
730	Housing Need Study				55														
809	Decent homes - Insulation Works													18	180	86			
	Decent Homes - Insulation Grants														94	73			
811	Social Housing Grant							1,048	991	1,547	1,547	1,547	1,075	1,034	350				

DRAFT MTP		REVENUE						NET CAPITAL						GRANTS & CONTRIBUTIONS					
		2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014
Bid No.	Scheme	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Homelessness																		
443	Common Housing Register/ Choice Based Lettings	5	5	5	5	5	5	7											
	Priority Needs Scheme (end of saving)				42	42	42												
	Housing Benefits																		
626	Wireless Working (Benefits and Revenues)							72											
668	Automated Forms Processing in Benefits (deletion)																		
812	Local Housing Allowance	23																	
813	Reduction in Benefits Admin Grant	45	91	136	182	228	228												
	Reduction in benefits cost net of grant	-80	-95	-95	-95	-95	-95												
	Transportation Strategy																		
816	Local Transport Plan							122	93	83	91	91	90						
817	Safe Cycle Routes							374	93	93	93	93	95						
250/B	St Neots Transport Strategy																		
	St Neots Transport Strategy Phase 2								90	90	90	90							
472	Accessibility Improvement /Signs in footpaths and car parks							63	35	35	35	35	35						
351	St Neots Pedestrian Bridges								537										
361	Huntingdon Transport Strategy							75	80	80									
362	St Ives Transport Strategy							140	82										
363	Ramsey Transport Strategy								45	45	45								
	A14 Inquiry	50	200																
	Public Transport																		
818	Railway Stations - Improvements								29	26									
819	Bus Shelters - extra provision	15	18	25	28	28	28	105	41	41	41	42	42						
625	Huntingdon Bus Station							50	900	-150	-150					150	150		

DRAFT MTP		REVENUE						NET CAPITAL						GRANTS & CONTRIBUTIONS					
		2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000
Bid No.	Scheme																		
	Highways Services																		
844	Street naming and numbering	15	10	5	5														
	Car Parks																		
166	St Neots - Cambridge Road Car Park		4	4	4	4	4		89										
461	Car Park Repairs							56											
480	Implementation of car park strategy	-348	-581	-582	-582	-582	-582	385				512	1,333						
673	Riverside Car Par St Neots - Barriers	1	1	1	1	1	1												
	Environmental Improvements																		
49	Huntingdon Town Centre 2 - High St etc	2	2	2	2	2	2	12											
51	Ramsey Great Whyte Phase 2	1	1	1	1	1	1	0	0										
52	St Ives Town Centre 2 - Completion							32	425	642									
820	Small Scale - District Wide Partnership							76	79	79	79	79	80	10	10	10	10	10	10
821	AJC Small scale improvements							84	86	86	86	86	90						
822	Village Residential Areas							55		57	57	60	60					10	10
703	Heart of Oxmoor	-30	-30	-30	-30	-30	-30	-1,383	-300					1,550	300				
489	St Neots and Eynesbury							102											
823	Environment Strategy Funding	50	55	55	55	55		50	50	50	55	55							
	Sustainable Homes Retrofit		15	15				530	120		-550								
	Climate Change Adaptation Study		15																
	Energy and Water Efficiency		25																
	Decentralised and Renewable Energy - District Appraisal		25																

DRAFT MTP		REVENUE						NET CAPITAL						GRANTS & CONTRIBUTIONS					
		2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2008/ 2009 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000
Bid No.	Scheme																		
	Administrative Services																		
676	Taxi Survey		20																
824	Land Charges - Extra net cost	213	260	211	162	162	162												
	Standards Investigations	5	10	10	10	10	10												
	Licensing Income	-20	-20	-20	-20	-20	-20												
	Electoral Reviews	-5	-5	-5	-5	-5	-5												
	Corporate Management																		
	Pensions Increase savings				-18	-18	-18												
	Democratic Representation																		
675	District Council Elections - All out	-10	-67	0	50	-80	-80												
825	Members Allowances Review			5															
826	Electoral Administration Act	8	8	16	8	8	8												
	Additional Cabinet Member (approved by Cabinet)	9	9	9	9	9	9												
	Operations Division																		
731	Vehicle fleet replacements.	-224	-224	-224	-224	-224	-224	299	654	218	768	1,249	857						
738	Driver Operating Scheme		10	10	10	10	10												
840	Transport Legislation - Drivers Hours	14	11	11	11	11	11												
	St Ives TC Grounds Maintenance	4	4	4	4	4	4												
	Markets income - Reduction	25	25	25	25	25	25												
	Bin storage transferred to EFH		-25	-25	-25	-25	-25												
	Offices																		
300A	Eastfield House	3	-1	3	3	3	3	85											
300B	Headquarters	-101	-136	55	140	140	140	6,419	5,002	-740	-248								

DRAFT MTP		REVENUE						NET CAPITAL						GRANTS & CONTRIBUTIONS					
		2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014
Bid No.	Scheme	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
	IT related																		
494	Voice and data infrastructure	35	60	60	60	60	60	242	13										
	VOIP Data Switches	-90						90											
495	Corporate EDM	10	10	10	10	10	10	128	132										
600	Network and ICT Services	167	207	176	170	170	170												
828	Business Systems	41	41	41	58	58	58	137	184	184	167	167	157						
634	Customer First	702	702	702	702	702	702	102	73										
733	Flexible and Mobile Working Systems	51	51	51	51	51	51	35											
841	Building Control - Public Access System	6	6	6	6	6	6	15	15	15									
842	Resourcelink - Recruitment Module							12											
830	ICT for new accommodation	8	47	47	47	47	47	406											
843	Business Continuity (Application Servers)	30	30	30	30	30	30												
736	Corporate ICT Systems Officer	33	33	33	33	33	33												
829	Business Transformation	43	43	43	43	43	43												
	Server Virtualisation and Network Storage		-33	-33	-33	-33	-33		215										
	Working Smarter							191	174	109									
	Government Connect				22	22	22		35										
	VoIP Telephony for Leisure Centres		8	8	8	8	8		70										
	VOIP Virtualisation		-52	-52	-52	-52	-52												
	Public access to internet	-6	-6	-6	-6	-6	-6												
	Web advertising income		-30	-30	-30	-30	-30												
	Other																		
835	Additional Training Provision	20	20	20	20	20	20												
836	New Post of HR adviser	30	30	30	30	30	30												
831	Technical Services Restructuring	17	18	19	-23	-62	-62												
380/B	Replacement Printing Equip.								315										
832	Replacement Equipment Document Centre							35	26	29	29	36	161						

DRAFT MTP		REVENUE						NET CAPITAL						GRANTS & CONTRIBUTIONS					
		2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014
Bid No.	Scheme	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Other																		
834	Multi-functional Devices	-4	-18	-18	-18	-18	-18	68	33	16	67	33	17						
450	Photocopier Replacement	1	1	1	1	1	1												
455	Replacement Colour Plotter			8															
457	Replacement Plan Printer	-4						20											
713	Postal Dispatch Arrangements	13	13	13	13	13	13	131											
	Financial Services savings		-10	-10	-10	-10	-10												
	Roundings	1	-5		-3	-5	-1												
	Technical																		
	Capital Inflation									55	132	218	262						
	Revenue staff charged to capital	-154	-100	-50				154	100	50									
	Provision for capital deferrals (net)							-700			200								
	Commutation Adjustment	-102	-18					102	18	0	0								
	Cost of borrowing		653	1,475	1,803	2,199	2,632												
	Interest	-2,431	-1,164	-974	-774	-513	-366												
	Revenue Inflation	6,424	7,649	9,521	10,464	11,577	12,474												
	Temporary Spending adjustments (Contingency)		22	28	28	28	28												
	Temporary Spending adjustments (Recharges)		74	64	67	67	67												
	Temporary Spending Adjustments still to be identified			-500	-1,500	-3,141	-5,435												
	Schemes brought Forward (net)	35																	
	Need to accrue untaken leave in accounts			150															
	VAT Partial Exemption	-105	-105	-105	-105	-105	-105												
	Provision for staff savings		-25	-50	-50	-50	-50												
	Forecast Outturn adjustment	-391																	
	REVISED TOTAL	20,206	23,195	24,943	25,365	25,234	24,294	15,049	17,773	5,127	4,826	6,629	6,232	5,203	5,274	3,564	685	563	563

EXTRA COST		REVENUE						NET CAPITAL						GRANTS & CONTRIBUTIONS					
		2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014
Bid No.	Scheme	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Planning Policy and Conservation																		
	Planning Fees - reduced income	75	50																
	Economic Development																		
239	New Industrial Units	15	30	-7	-35	-35	-35	-196	935						285				
657	Creative Industries Centre, St Neots	5	15	16	17	17	-13	176						562					
	Huntingdon West Development (Housing Growth Fund)													700	2,200	2,800			
	Empty Property Rates on Council Units	30	30	30	30	30	30												
	Corporate Commercial Property Advice	15	15	15															
	Huntingdon Town Hall	10	10	10															
	Parks and Open Spaces																		
	Play Equipment & Safety Surface Renewal											67							
	St Neots Green Corridor (Housing Growth Fund)												95						
	Joint Leisure Centres																		
	Sawtry Car Park							-12	52										
	St Neots LC Development	1	-5	-47	-47	-47	-47	-11	528										
	Huntingdon LC Development	154	37	35	29	28	-21	1,191	-162			250							
	Huntingdon LC Car Park Extension								85										
	Huntingdon LC Reception Modernisation								50										
	Future maintenance										-121	392					121	121	
	Exercise Referral Officer (net nil)																		
	Community Facilities																		
803	Community Facilities Grants	46	60	60	60	60		-46	-60	-60	-60	-60							
	Community Facilities Grants						60					69							

EXTRA COST		REVENUE						NET CAPITAL						GRANTS & CONTRIBUTIONS					
		2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014
Bid No.	Scheme	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Community Safety																		
	Crime and Disorder - Lighting improvements												25						
	CCTV - Camera replacements								-5	81	81	81	75						
	Private Housing Support																		
	Disabled Facilities Grants												778						422
	Repairs Assistance												200						
	Decent Homes - Insulation Grants														94	73			
	Social Housing Grant												1,075						
	Homelessness																		
666	Invest to Save Scheme - Deleted	5	7	7	7	7	7												
	Transportation Strategy																		
	Local Transport Plan												90						
	Safe Cycle Routes												95						
	St Neots Transport Strategy Phase 2								90	90	90	90							
	Accessibility Improvement /Signs in footpaths and car parks								35	35	35	35	35						
	Huntingdon Transport Strategy (Phase 2)								80	80									
	A14 Inquiry	50	200																
	Public Transport																		
	Bus Shelters - extra provision											42	42						
625	Huntingdon Bus Station							-268	743	-150	-150			-150	-150	150	150		

74

EXTRA COST		REVENUE						NET CAPITAL						GRANTS & CONTRIBUTIONS					
		2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014
Bid	Scheme	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Offices																		
300A	Eastfield House							-133											
300B	Headquarters							-56	419	-1,547	-10								
	IT related																		
	Business Systems												157						
	Government Connect				22	22	22		35										
	Leisure Centre and other satellite offices VOIP		8	8	8	8	8		70										
	Other																		
	Replacement Equipment Document Centre											36	27						
	Multi-functional Devices Replacement												17						
		638	826	328	469	348	271	1,025	3,065	-1,421	-509	218	4,481	1,207	2,335	3,044	223	131	563

No extra cost and savings items		REVENUE						NET CAPITAL						GRANTS & CONTRIBUTIONS					
		2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014
Bid No.	Scheme	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Planning Policy and Conservation																		
656	Electronic Document Imaging							-20											
	Planning Conditions income		-25	-25	-25	-25	-25												
	Savings in costs		-10	-10	-10	-10	-10												
	Joint Leisure Centres																		
	St Ivo LC - Football Improvements		-16	-32	-32	-32	-32	-250	206					500	1,000				
	St Ivo - Outdoor energy generation		-12	-12	-12	-12	-12		127										
	Community Safety																		
815	Huntingdon Skateboard Park	-10	-10	-10	-15	-10	-10												
	Private Housing Support																		
	Disabled Facilities Grants							50	-149	-149	-149	22	22	113					
	Repairs Assistance							-50											
	Housing Benefits																		
	Reduction in benefits cost net of grant	-80	-95	-95	-95	-95	-95												
	Administrative Services																		
	Licensing Income	-20	-20	-20	-20	-20	-20												
	Electoral Reviews	-5	-5	-5	-5	-5	-5												

No extra cost and savings items		REVENUE						NET CAPITAL						GRANTS & CONTRIBUTIONS					
		2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2008/ 2009	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014
Bid No.	Scheme	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Operations Division																		
	Bin storage transferred to EFH		-25	-25	-25	-25	-25												
	IT related																		
	Server Virtualisation and Network Storage		-33	-33	-33	-33	-33		215										
	VOIP Virtualisation		-52	-52	-52	-52	-52												
	Public access to internet	-6	-6	-6	-6	-6	-6												
	Web advertising income		-30	-30	-30	-30	-30												
	Other																		
	Financial Services savings		-10	-10	-10	-10	-10												
	Technical																		
	Provision for staff savings		-25	-50	-50	-50	-50												
		-121	-374	-415	-420	-415	-415	-270	399	-149	-149	22	22	613	1,000	0	0	0	0

SPENDING ADJUSTMENTS	BUDGET	MTP				FORECAST									
	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
UNIDENTIFIED															
2008/09 BUDGET/MTP	-500	-1,000	-2,000	-3,642	-5,979	-8,070	-8,646	-9,365	-9,816	-10,715	-10,715	-10,715	-10,715	-10,715	-10,715
Price base adjustment	0	24	94	296	702	1,192	1,445	1,750	2,006	2,426	2,768	3,097	3,415	3,721	4,014
Removal of 2009/10 target	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
Increases in target	0	-24	-95	-295	-658	-355	-696	-721	-794	-828	-1,874	-2,338	-3,110	-3,853	-4,408
2009/10 BUDGET/MTP	0	-500	-1,500	-3,142	-5,435	-6,733	-7,397	-7,836	-8,104	-8,617	-9,322	-9,456	-9,910	-10,348	-10,609
ALREADY IDENTIFIED BUT NOT YET GUARANTEED															
Leisure Centres' target	-750	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900	-900
Additional Grants	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250	-250
Provision for staff savings	-25	-50	-50	-50	-50	-50	-50	-50	-50	-50	-50	-50	-50	-50	-50

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Standards Committee

Report of the meeting held on 20th November 2008

Matters for Information

**10. APPLICATION FOR DISPENSATION –
HEMINGFORD ABBOTS PARISH COUNCIL**

Following advice offered in response to an enquiry regarding the interests held by the Members serving on Hemingford Abbots Parish Council, it has become apparent that Members of that Council required a dispensation to enable them to continue to consider applications for financial assistance received from the Hemingford Abbots Playing Fields Charity.

Having considered the Parish Council's request, the Committee was satisfied that approval of the application in the circumstances described was required to prevent the business of the Parish Council from being impeded. The Committee has, therefore, granted a dispensation to seven Members of Hemingford Abbots Parish Council to enable them to speak and vote for the period ending 30th April 2012, after which time an application for the newly elected Councillors at that time will need to be submitted.

11. STANDARDS CONFERENCE 2008

The Chairman of the Committee attended the Standards Committee Conference held at the International Conference Centre, Birmingham in October and has updated the Committee on the issues and advice dealt with at that event.

D L Hall
Chairman

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Overview & Scrutiny Panel (Corporate and Strategic Framework)

Report of the meeting held on 11th November 2008

Matters for Information

**6. BUDGET AND MEDIUM TERM PLAN 2009 –
2014 DRAFT PROPOSALS**

The Panel has considered and endorsed the draft budget and Medium Term Plan (MTP) for the Council as the basis for the production of the 2009/10 budget, the revised MTP to 2013/14 and the financial strategy to 2023/24. In doing so, the Panel has welcomed the greater involvement of Executive Councillors in the budget setting process and recognised the difficulties created by the current economic climate.

Although the Panel had no specific issues which it wished to bring to the attention of the Cabinet with regard to the proposals, the Panel raised a number of questions relating to the need for Council borrowing to fund capital projects from 2009/10, the likely impact of a reduction in income achieved from National Non-Domestic Rates, the proportion of District Council expenditure between the market towns and villages and extent of Council expenditure on housing services.

J A Gray
Chairman

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Overview & Scrutiny Panel (Service Support)

**Report of the meetings held on 14th October and
11th November 2008**

Matters for Information

19. PETITION

A petition signed by ten people has been presented to the Panel drawing attention to problems experienced by residents from commuter parking in the Longsands area of St Neots. The Panel has been informed that residents would like to see restrictions imposed to limit on-street parking in the area to prevent all day parking.

A further petition containing 173 signatures also had been presented recently to the Huntingdonshire Traffic Management Area Joint Committee which has asked for a feasibility study to be undertaken by the County Council when funding becomes available from its minor traffic management budget. The Chairman has therefore written to the Chairman of the Area Joint Committee to inquire whether the matter could be progressed at an earlier opportunity.

The Panel also has invited a representative from First Capital Connect to attend a future meeting to discuss their plans for future car parking at Huntingdon and St Neots Railway Station.

(Note: A response from the Chairman of the Huntingdonshire Traffic Management Area Joint Committee has subsequently been received, advising that further information will be available in the New Year when investigations have been undertaken by the County Council.)

20. IMPROVING LOCAL ACCOUNTABILITY CONSULTATION: CHANGES TO OVERVIEW AND SCRUTINY POWERS

In conjunction with the Overview and Scrutiny Panel (Service Delivery) and the Cabinet, the Panel has considered a response to a consultation paper on improving local accountability issued by the Department for Communities and Local Government (DCLG) which forms part of a series of consultation documents produced to implement the proposals in the recent White Paper "Communities in Control".

A number of the proposals in the paper have already been introduced by the Council and others will be addressed in the current review of the Council's democratic structure by a working party under the chairmanship of the Special Adviser to the Cabinet. The Panel has endorsed answers suggested to the consultation paper and emphasised that the promotion of local accountability was best left to local discretion rather than the prescriptive approach adopted in the paper.

21. LOCAL PROCUREMENT REVIEW

Following an earlier review of local procurement, a working group has held a further meeting with representatives of the local business community to monitor progress on the actions agreed at the outcome of the review. During a positive and constructive discussion, updates were given on developments within the economic development service, ongoing work to standardise the terms and conditions of procurement with other district councils and the implications of the Council's emerging Environment Strategy.

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.

22. GREAT FEN PROJECT GOVERNANCE

Following extensive discussions with the Executive Councillor for Planning Strategy and Transportation, the Director of Environmental and Community Services and the Project Manager of the Great Fen Project, the Panel has expressed its support for a recommendation to Cabinet to enter in to a Collaboration Agreement in respect of the Great Fen Project for a five year fixed term on a renewable basis. The Panel concluded that the District Council could best influence and guide the project in the interests of the local area and its residents by continuing involvement in the Project Steering Group.

Nevertheless the Panel has expressed some reservations about the way in which the project is developing and has made their views known to the Cabinet. These can be summarised as relating to:-

- ◆ the implications for some of the local people most directly affected;
- ◆ the loss of arable land in the current climate of global food shortages;
- ◆ improved communications with local communities in close proximity to the project
- ◆ the economic and employment forecasts given the investment made by EEDA to date;
- ◆ the future financial viability of the visitors centre and the long term management of the land and the source of any subsidy required;
- ◆ improved accessibility to Woodwalton Fen and Holme Fen, especially car parking;

- ◆ the role of the District Council in the Great Fen Partnership as the democratic representative of local people and the local economy; and
- ◆ communication with Members on the project as a whole, given its significance and importance.

The Panel recognise that some of the above are likely to be addressed in the Master Plan shortly to be published by the Project and the Panel also has asked that the report on the content of the collaboration agreement be submitted to a future Panel meeting before its consideration by Cabinet.

23. GYPSY & TRAVELLER SITES DEVELOPMENT PLAN DOCUMENT: INITIAL ISSUES CONSULTATION DOCUMENT: PRINCIPLES AND PROCESSES

A proposed consultation document which had been designed to invite views on the issues which will help guide the preparation of the Development Plan Document for Gypsy & Traveller sites has been endorsed by the Panel prior to its consideration by Cabinet.

The Panel has recognised the potentially contentious nature of the issue, especially once the process moves on to site identification, and therefore appreciates the need for a robust basis for the site selection exercise and the importance of generating interest and comment at this stage of the process. The Panel has raised a number of questions concerning the availability of consultation responses, the method of engaging with the gypsy & traveller community, the options available for the acquisition and allocation of appropriate land and the role which District Council Members can play in the process. Concerns also have been raised about the implications for Huntingdonshire residents of potential site selections by neighbouring authorities near to the District boundary.

Having regard to the possibility of sites being chosen in the more rural areas in the District, the Panel has suggested that the 6 weeks consultation period may be too short for some of the smaller parish councils to respond. As the scope to extend the deadline for comment is constrained by the need for early approval of the DPD, the Panel has asked officers to alert town and parish councils and Members of the District Council of the forthcoming publication of the document and its significance. Officers have also been asked to consider the possibility of convening a limited number of workshops for interested town and parish councils.

This report has subsequently been considered by the Cabinet. (Item No. 54 of their Report refers).

24. COMMUNITY ENGAGEMENT AND NEIGHBOURHOOD PANELS

The Panel has been updated with the latest developments in respect of local and national initiatives arising from the Government's White Paper – Communities in Control: Real Power, Real People.

In view of the significant number of policy initiatives currently and the need to ensure a co-ordinated approach in considering the implications for both the District Council and the communities in Huntingdonshire, the Panel has endorsed a suggestion that the consideration and development of community engagement initiatives should be dealt with by the Democratic Structure Working Party.

25. HOME WORKING: PILOT SCHEME

The Panel has been acquainted with the outcome of a pilot scheme which has enabled five District Council employees to work full time at home over the preceding year.

Having noted the positive benefits demonstrated by the pilot, the potential savings in office accommodation costs and the intention to roll-out full time home working to other employees where appropriate, the Panel has welcomed the home working initiative and agreed that efforts to expand the pilot should be encouraged.

26. FORWARD PLAN

The Panel has been acquainted with details of the Forward Plan of forthcoming key decisions prepared by the Leader of the Council, arising from which Members have identified a number of items for consideration at future meetings.

27. WORK PLAN STUDIES

The Panel has been advised of progress made to date by the working groups reviewing the Section 106 process and the social consequences of alcohol.

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

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

J A Gray
Chairman

Overview and Scrutiny Panel (Service Delivery)

**Report of the meetings held on 7th October and
4th November 2008**

Matters for Information

17. FLEXIBLE WORKING STRATEGY

The Panel has been acquainted with changes the Council has made in the area of flexible working for its employees and the benefits that they will bring. The Corporate Mobile Working Project has resulted in technological developments being deployed within service departments, including the introduction of new back office systems and processes. Other developments include the introduction of touchdown working and the use of digital pens, Blackberrys for some core workers and integrated electronic forms.

Members also have been acquainted with the aims of a pilot involving volunteers from the Revenues and Benefits and the Environmental and Community Health Services Divisions on the feasibility of introducing full time home working. As a result of discussion on the management of employees, Members have been assured that appropriate performance management systems are in place to monitor the performance of Officers working full time from home. The view has been expressed that care should be taken to avoid any adverse effects on team spirit caused by individuals working away from their teams.

The use of Remote Access Technology and, in particular, the deployment of security key fobs, which provide an additional level of security for those using the Council's information technology systems from home, has been discussed. Members have then questioned the financial implications of introducing flexible working and the level of savings achieved. As the level of savings achieved has not yet been identified, the Panel has expressed their view that the savings should be quantified.

18. CAMBRIDGESHIRE AND PETERBOROUGH JOINT MUNICIPAL WASTE STRATEGY

The Panel has reviewed the contents of a revised version of the Cambridgeshire and Peterborough Joint Municipal Waste Strategy. The original Strategy had been adopted in 2002 and the Recycling Plans, which were appended to the Strategy, were revised in 2005.

Partner authorities had been successful in achieving the Plans' performance targets for recycling and composting. As a result, the revised Strategy now focused on new priority areas such as business waste and environmental issues. The revised Strategy has no financial implications for the Council.

Members have been assured that actions to reduce the impact of waste management activities on climate change will only be pursued where they were financially viable. They also have established that the closure of the Buckden waste disposal facility has made no difference to the distances travelled by the Council's refuse vehicles. Indeed, it has produced a number of operational benefits, including a reduction in damage caused to vehicles. Finally, the Panel has discussed the level of waste generated in the District and the measures that have been introduced to encourage commercial waste recycling. External funding has been received, which has enabled pilot studies to be carried out into recycling initiatives for small businesses. It is hoped that some of the pilot schemes will be introduced across the County.

At the conclusion of their discussions, the Panel has recommended the Cabinet to adopt the revised Cambridgeshire and Peterborough Joint Municipal Waste Strategy.

19. ENHANCED CLEANSING SERVICES

Pursuant to Item No. 8 of their Report to the meeting of the Council held on 24th September 2008, the Panel has addressed the Cabinet's requests for further information on the Panel's recommendations arising from the study on Enhanced Cleansing Services for the District's market towns.

In the course of discussions on the question of the scope of the areas to be cleaned, the Panel has been advised that those areas highlighted within the plans originally circulated with the report represent the minimum deemed necessary for cleansing. With regard to concerns relating to the effect of early morning noise on residents living within the vicinity of the areas to be cleaned, the Panel has informed the Cabinet that the proposed cleansing service will be limited to the emptying of litter bins and the use of small mechanical road sweepers. In addition, whilst employees would report to Eastfield House at 6.00am, work in the market towns will not commence until approximately 7.30am.

Members have reiterated their view that financial contributions should be sought from Town Councils if the Cabinet agrees the principle of providing an enhanced cleansing service. This will then enable the Executive Councillor for Operational and Countryside Services to arrange for a financial proposal to be prepared for consideration as part of the Council's Medium Term Planning process. The Cabinet will be formally notified of the Panel's responses to the points of clarification sought.

20. ALCOHOL DISORDER ZONES

In pursuit of the study on Enhanced Cleansing Services (Item No. 19 above refers), the Panel has requested advice on whether the Council might use powers available to it to designate Alcohol Disorder Zones in order to achieve the aims of the study. In receiving this advice Members have noted that the introduction of the Zones can only be used to address nuisance and annoyance to members of the public in relation to alcohol consumption and therefore cannot be applied to other problems associated with late night entertainment such as litter from hot food outlets. As a result the Panel has decided not to pursue this line of enquiry.

21. IMPROVING LOCAL ACCOUNTABILITY CONSULTATION CHANGES TO OVERVIEW AND SCRUTINY POWERS

In conjunction with the Overview and Scrutiny Panel (Service Support), the Panel has considered a series of questions raised in a consultation paper issued by the Department for Communities and Local Government (DCLG) on Overview and Scrutiny powers and the potential changes to the way it operates. The paper forms part of a series of consultation documents, which have been produced as part of the process to implement proposals in the recent Communities in Control White Paper.

The Panel has expressed general support for area scrutiny committees operating on a district basis, especially given the need to scrutinise the Local Area Agreement and the Local Strategic Partnership and their effect on Huntingdonshire. The Panel has also expressed their view that it is Councillors rather than Officers whom the public should hold to account. It has however, been suggested that, if Officers are to be held to account, this should apply only to Officers of other bodies with which the Council is in partnership.

Members have further suggested that in order to increase public interest in overview and scrutiny, the relevant area of the Council's website should be updated on a regular basis. Subject to these comments outlined above, the Panel has endorsed suggested responses to questions in the consultation document for submission to the Department for Communities and Local Government.

22. STRATEGIC HEALTH AUTHORITY: STRATEGIC VISION DOCUMENT

The Panel has been acquainted with the contents of the Strategic Health Authority's Strategic Vision Document, which outlines its Vision for the National Health Service over the next ten years.

23. HOUSING STRATEGY FOR THE CAMBRIDGE SUB-REGION

The Panel has reviewed the draft Housing Strategy for the Cambridge Sub-Region. The Strategy sets out how the District Council will work in partnership on housing issues that extend across local authority boundaries, with the six other local authorities that make up the sub-

region. Its importance lies in the fact that it enables bids for funding for housing purposes to be made at a regional level.

The Panel has discussed the economic downturn and the implications of it in terms of the achievement of the Action Plan, which is attached to the Strategy. It has been noted that there has not been an increase locally in home repossessions and that the downturn has produced some positive effects in terms of the construction of social housing; however, Members have registered their concerns at the significant increase in demand for advice from those experiencing difficulties in making mortgage repayments.

24. OCCUPATIONAL THERAPY ASSESSMENTS

The Panel has received an update on the latest position on the average length of time Occupational Therapists take in Huntingdonshire to complete assessments of need for home adaptations for those with disabilities. Members have been informed that significant reductions in waiting times have been achieved in the last six months. The financial implications for the Council of expediting the processing of applications for home adaptations has also been discussed.

25. COMMUNITY ENGAGEMENT AND NEIGHBOURHOOD PANELS

The Panel has been updated with developments in respect of local and national initiatives arising from the Government's White Paper – Communities in Control: Real Power, Real People in relation to community engagement.

The Panel has been acquainted with the strengths and weaknesses of a series of models through which community engagement might be achieved. All the models are broadly based on multi-agency neighbourhood panels and vary according to the degree of formalisation of the operating procedures involved. Following extensive discussions on the new panels' powers, size and membership and on the training that would be required, the Panel has expressed concern over the financial and other resource implications that the proposals might have for the Council. As a result, Members have expressed the view that any new panels should not have executive decision making powers and they have concluded that new arrangements should be kept as simple as possible.

The Panel has endorsed a proposal that the Democratic Structure Working Group should incorporate the question of community engagement into their remit and Members have requested the Working Group to take into account their views on the establishment of any new arrangements.

26. GRANT AID

The Grant Aid Working Group has submitted its findings to the Panel. Following the completion of its work on the Small Scale Environmental Improvements Scheme, the Working Group has

previously been tasked with investigating all the remaining grant aid schemes operated by the Council, including the criteria for each scheme, how they relate to the Council's corporate priorities, the methods adopted to publicise the availability of grant funding, the application process, Officer/Member involvement in the approval process and the level of external funding brought into the District. Having completed its work in each of these areas, the Working Group has made a number of recommendations which are intended to streamline and promote the current grant aid administration process.

The Panel has endorsed the Working Group's findings but suggested that half yearly reports by organisations in service level agreements with the Council, should be taken into consideration before its report is submitted to the Cabinet.

Other Matters of Interest

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

The Panel has reviewed its programme of studies at each of its meetings.

28. LOCAL GOVERNMENT ACT 2000 - FORWARD PLAN

The Panel has been acquainted with details of the current Forward Plan of Key Decisions at its meetings.

29. SCRUTINY

The Panel has received and noted the latest editions of the Decision Digest and has received answers to questions raised on their contents.

S J Criswell
Chairman

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Development Control Panel

**Report of the meetings held on 13th October and
17th November 2008**

Matter for Decision

**15. DEVELOPMENT APPLICATION –
ERECTION OF 20 HOUSES AND 9 FLATS WITH ASSOCIATED
WORKS AND LANDSCAPING, INFORMAL OPEN SPACE, NORTH
WEST OF 5 MAYFIELD ROAD, HUNTINGDON**

Enclosed at Agenda Item 3 for the Council Meeting is a report by the Development Control Manager containing details of an application considered by the Panel for the erection of 20 houses and 9 flats with associated works and landscaping on an existing area of open space fronting onto Mayfield Road, Huntingdon.

The application is placed before the Council as a departure because the proposal seeks to develop an open space which had originally been designated as an “open space for protection” under the Huntingdonshire Local Plan 1995.

The proposed new dwellings would be built to Level 5 of the Code for Sustainable Homes and all would be affordable. The proposed development accords with the design brief, adopted by the Council in July 2008, which required that any scheme on the site should achieve Level 5 of the Code for Sustainable Homes, affordable housing and provide for the retention of approximately a third of the site as open space.

Compliance with Level 5 requires the provision of photovoltaics and solar thermal technology on the roofs of the two-storey dwellings proposed and on two of the three roofs to the flats. Further sustainable elements include water efficient appliances, rain water recycling, sedum green roofs for those dwellings facing the public open space, a reduction in surface water drainage and proposals to increase biodiversity.

When considering the application, the Panel received personal representations from objectors, the applicant and the agent.

During its deliberations, the Panel considered whether there were any material planning considerations which justified supporting the development as a departure from the adopted Local Development Plan. In so doing, the Panel was mindful of several factors. Firstly, the Panel was satisfied that the proposal would bring forward an exemplar form of sustainable residential development. It would deliver

29 affordable (20 social rented and 9 intermediate) housing units to Huntingdon where a clear need has been established and the development accorded with the design brief for the site adopted in July 2008.

Lastly, and mindful of the Panel's desire to preserve open space, Members noted that 30% of the site would be retained as open space and that the 2006 Open Space, Sport and Recreation Needs Assessment had identified the existence of a total of 4.3 hectares of amenity space per 1,000 residents in the Huntingdon East Ward, compared to the National Playing Field Association standard which is 2.83 hectares per 1000 residents and the updated District Council standard of 3.72 hectares/1000 residents.

Therefore, having considered the balance of the arguments put forward and taking into account the relevant material considerations, the Panel

RECOMMEND

- (i) that subject to conditions to be determined by the Head of Planning Services, the application for the erection of 20 houses and 9 flats with associated works and landscaping on informal open space, north west of 5 Mayfield Road, Huntingdon be supported;**
- (ii) that if the application is supported by the Council, 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.**

Matter for Information

**16. DIVERSION OF PUBLIC RIGHT OF WAY:
PARTS OF PUBLIC FOOTPATH NO. 1, BUCKDEN**

Having been advised of circumstances which had arisen which would prevent the Council from proceeding with the diversion of Public Footpath No. 1 at Buckden under the Town and Country Planning legislation, the Panel has formally resolved not to confirm the order made under the 1990 Act. However, the Panel has noted that an application for the diversion of the footpath which will overcome previous difficulties has now been submitted to Cambridgeshire County Council by the Nene Housing Association and will be processed under the Highways Act 1980.

**17. URBAN DESIGN FRAMEWORK:
LAND AROUND BUTTSGROVE WAY, THE WHADDONS AND
SUFFOLK HOUSE, HUNTINGDON**

As part of a consultation process, the views of the Panel have been invited on the development opportunities presented by an area comprising 3.25 hectares of land around Buttsgrove Way, The Whaddons and Suffolk House, Huntingdon. The two areas currently comprise mainly bungalow development from the 1960s/1970s and a seven storey block of flats.

As a registered social landlord has indicated its intention to re-develop the area, an Urban Design Framework has been produced to guide development and to achieve high quality housing and environmental improvements for the area.

Having commended the contents of the document and having been advised that it has been well received thus far by local residents, the Panel has recommended the Cabinet to adopt the brief as Informal Planning and Design Guidance.

18. DEVELOPMENT APPLICATIONS

In addition to the application discussed at Item No. 15, the Panel has determined, over two meetings, a total of nineteen applications of which twelve were approved and seven refused.

P G Mitchell
Chairman

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Employment Panel

Report of the meeting held on 18th November 2008

Matters for Information

9. LEISURE CENTRES RESTRUCTURING

Further to Item No. 4 of its previous Report to Council, the Panel has been acquainted with the results of the staff consultation regarding proposed changes to the management structure within the Leisure Centres, together with the results of the Job Evaluation Panel which met recently to grade all Leisure Centre posts under the assimilation exercise using the latest Inbucon evaluation criteria.

Having been acquainted with the views of the Employees Side representatives who had expressed some concerns about the financial implications of the proposals for a number of the employees affected, the Panel has endorsed the proposed re-structure of the management arrangements for implementation by 1st April 2009.

10. ARRANGEMENTS FOR THE INTRODUCTION OF A REVIEW SCHEDULE FOR ADOPTED POLICIES AND PROCEDURES

Over a number of years Human Resources (HR) policies and procedures have been introduced as a result of business need or in response to legislative requirements.

To facilitate an increasingly proactive approach to the HR Service, the Panel has agreed a three year rolling programme for the review of all policies and procedures to ensure that they reflect current best practice, comply with legislative requirements and reflect the needs of the Council. In endorsing the proposed review schedule, the Panel has noted that there are currently just over 50 policies and procedures, although it is anticipated that some will be consolidated as the review programme progresses.

11. STAFF ATTENDANCE

The Panel has endorsed a revised Attendance Policy for the Council which has been designed to reflect national provisions and to provide a measure of clarity across the District Council for managers and employees.

In doing so, the Panel has been pleased to note that employees absence rates for the District Council compare favourably to the both the public sector and national averages reported by the Chartered Institute of Personnel Development.

A copy of the policy is available on request from the Democratic Services Section.

**12. COMMUNITIES IN CONTROL:
REAL PEOPLE, REAL POWER:
CODES OF CONDUCT FOR LOCAL AUTHORITY MEMBERS AND
EMPLOYEES – A CONSULTATION**

Following the receipt of a recent consultation paper by the Department for Communities and Local Government seeking views on the proposed introduction of a model code of conduct for local government employees, the Panel has authorised the Director of Central Services in consultation with the Chairman and a representative of the Employees Side to agree the content of the Council's response.

13. REQUESTS TO FILL VACANT POSTS

The Panel has considered the circumstances applicable to a number of vacancies across the Council's Directorates and has authorised the HR Manager to recruit to the following posts, together with any subsequent posts vacated as a result of internal promotion:-

- ◆ Auditor; and
- ◆ Environmental Health Officer.

In respect of the post of Head of Policy & Strategic Services, the Panel has agreed to defer consideration to a future meeting.

The following item was considered as confidential under paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972 -

14. SICKNESS PAY

Having been apprised of the circumstances applicable to a member of staff on long term sick leave, the Panel has endorsed a decision taken by the appropriate Head of Service to grant an extension of full pay to Employee No. 01227 pending determination of an application for ill health retirement.

Subject to such decisions being reported to its next ensuing meeting, the Panel also has authorised the Director of Central Services after consultation with the Chairman of the Panel, to determine variations to the national terms and conditions for sickness pay where they cannot be determined by the Panel within the relevant timescale.

Mrs B E Boddington
Chairman

Licensing and Protection Panel

Report of the meeting held on 5th November 2008

Matters for Information

5. REVIEW OF POLICY TO LIMIT HACKNEY CARRIAGE LICENCES

The Panel has agreed that consultation should be undertaken to consider the delimitation of licensed hackney carriage numbers in Huntingdonshire.

The Council is now in a minority of authorities that restrict the issue of hackney carriage licences on the basis that there is no significant unmet public demand in the area. In response to an Office of Fair Trading recommendation that local authorities should not retain the powers to restrict numbers, the Government has agreed that it is wrong in principle to restrict entry to the market for those who meet the relevant criteria but they have left this to the discretion of local authorities. As another survey to gauge unmet demand is now due at an estimated cost of £20,000, if the present restriction of 44 licences is to be maintained, the Panel feels it an appropriate time to consider delimitation and at the same time new licences to be issued for wheelchair accessible vehicles only.

The Panel will be considering the matter further in the light of the replies to the consultation exercise.

6. LICENSING OF HACKNEY CARRIAGES, PRIVATE HIRE VEHICLES AND PRIVATE HIRE OPERATORS

The Panel has approved, subject to any minor drafting changes, revised and updated licence conditions relating to Hackney Carriages, Private Hire Vehicles and Private Hire Operators. Revisions to the conditions pertaining to licensed drivers are in the process of being prepared but will require amendment to the current hackney carriage byelaws.

7. HACKNEY CARRIAGE FARES

The Panel has approved a revised table of hackney carriage fares to be advertised and to come into effect from 12th January 2009. The fares were last reviewed in October 2007 and a new tariff has been proposed to address concerns raised by the taxi trade over the cost of short journeys and recent increases in fuel costs.

J M Sadler
Chairman

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Licensing Committee

Report of the meeting held on 5th November 2008

Matters for Information

**4. ALCOHOL, ENTERTAINMENT AND
LATE NIGHT REFRESHMENT LICENSING**

The Committee has received an overview of the scale of the impact of the Licensing Act within the District, following the compilation of statistical information for the Department of Culture, Media and Sport on the number of licences and certificates in force in the District and the number of applications received in 2007/2008. Over 50% of the licences issued by the Council for alcohol consumption on the premises permitted live music, contrary to suggestions nationally that live music venues have decreased in numbers as a result of the Act. The number of personal licences administered by the Council rose by 18% in 2007/08 but as such licences have nationwide validity, this does not present an accurate reflection of personal licence holders currently authorising sales of alcohol in the District.

The Committee also has been updated on the national statistics recently published by the DCMS which show that the number of premises licences have increased by 6% in the year to 31st March 2008 and the number of personal licences by 19%.

5. ALCOHOL DISORDER ZONES

The Committee has received a report on the new powers available to the Council to designate alcohol disorder zones. Members have been advised that the use of such measures is intended to be a last resort when problems relating to alcohol consumption were incapable of being attributed to an individual licensed premises and could not be dealt with by any other means. The Panel has noted that ADZs can be used only to address alcohol related nuisance or disorder issues and cannot be applied to problems caused by late night food outlets or litter.

J M Sadler
Chairman

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Appointments Panel

Report of the meeting held on 7th November 2008

Matters for Information

1. **APPOINTMENT OF CORPORATE DIRECTOR,
CENTRAL SERVICES**

Having interviewed the shortlisted candidates for the post, the Panel has appointed Mr Ian Leatherbarrow as Director of Central Services with immediate effect.

L M Simpson
Chairman

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Corporate Governance Panel

Report of the meeting held on 23rd September 2008

Matters for Information

10. HOUSING BENEFIT FRAUD INVESTIGATION ACTIVITY

The Panel has been acquainted with the activity of the Benefits Fraud Investigation Team over the period from 2005 to 2008 and is encouraged by the level of partnership work being undertaken by the Team with a range of agencies including the Department for Work and Pensions, H M Revenue and Customs, the Police Authority, the Customs and Borders Agency and the National Health Service.

The Panel has commended the Benefits Fraud Investigation Team for the level of performance achieved and noted that future performance reports will be submitted annually to the Panel.

11. INTERNAL AUDIT SERVICE ANNUAL REPORT

The Panel has been acquainted with the progress made against the 2007/08 Annual Audit Plan and the performance standards achieved. Members have been informed of the Audit and Risk Manager's opinion on the level of assurance provided by the Council's internal control environment in terms of the effective exercise of its functions.

12. RISK REGISTER

The Panel has been acquainted with changes made to the Risk Register between the period 1st April to 31st August 2008 inclusive.

13. RISK MANAGEMENT UPDATE

The Panel has been acquainted with progress made to embed risk management within the Council and has noted the work undertaken to improve the Council's current rating to level 3 against the risk management standard as part of the external auditors key line of enquiry review.

14. REVIEW OF THE EFFECTIVENESS OF THE CORPORATE GOVERNANCE PANEL

The Panel has reviewed its own effectiveness against CIPFA's best practice guidance for Audit Committees. In so doing, the Panel has approved an action plan prepared to address the areas for

improvement and has referred issues relating to its terms of reference to the Democratic Structure Working Party.

15. PROTOCOL BETWEEN THE LEADER AND CHIEF EXECUTIVE

In accordance with a CIPFA/SOLACE publication on Good Governance in Local Government, the Panel has approved the content of a protocol for the relationship between the Leader of the Council and the Chief Executive, an issue which has been outstanding from the Council's Governance Statement.

16. GOVERNANCE STATEMENT

The Panel has approved the Governance Statement which summarises the corporate governance work carried out in 2007/08 and identifies matters to be addressed during 2008/09. The Panel has been assured by the Council's external auditors that they are satisfied that the Council's system of internal control is being adhered to.

17. APPROVAL FOR PUBLICATION OF 2007/08 ACCOUNTS

The Panel has approved the report and accounts for the year 2007/08. Having endorsed the Council's Letter of Representation, Members have been informed by the Council's external auditors that an unqualified opinion will be provided on the accounts. Matters contained in the action plan to the auditor's report have also been noted.

C J Stephens
Chairman