

A meeting of the **CABINET** will be held in **COUNCIL CHAMBER, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 6 NOVEMBER 2008** at **11:30 AM** and you are requested to attend for the transaction of the following business:-

APOLOGIES


Contact
(01480)

1. MINUTES (Pages 1 - 4)

To approve as a correct record the Minutes of the meeting of the Cabinet held on 16th October 2008.

Mrs H J Taylor
388008

2. MEMBERS' INTERESTS

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

3. FINANCIAL MONITORING - REVENUE BUDGET (Pages 5 - 8)

To consider a report by the Head of Financial Services outlining spending variations

S Couper
388103

4. CAPITAL PROGRAMME MONITORING 2008/09 BUDGET (Pages 9 - 14)

To consider a report by the Head of Financial Services outlining spending variations for 2008/09.

S Couper
388103

5. CAMBRIDGESHIRE & PETERBOROUGH JOINT MUNICIPAL WASTE STRATEGY (Pages 15 - 20)

To consider a report by the Head of Operations seeking approval of the Cambridgeshire & Peterborough Joint Municipal Waste Strategy.

R Ward
388635

6. ENHANCED CLEANSING SERVICES (Pages 21 - 28)

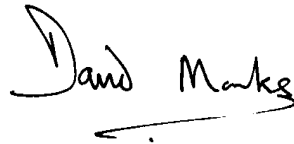
To consider a report of the Overview and Scrutiny Panel (Service Delivery) on the options to provide additional cleansing services in the District's town centres on Sundays.

Miss H Ali
388006

7. SUPPORTING LOCAL RETAILERS (Pages 29 - 30)

To consider a report by Chief Officer Management Team.

Dated this 5 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 Mrs H Taylor, Senior Democratic Services Officer, Tel No. 01480 388008/e-mail Helen.Taylor@huntsdc.gov.uk /e-mail: if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Cabinet.

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

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

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

If you would like a translation of

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

Emergency Procedure

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

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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CABINET held in the Council Chamber, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Thursday, 16 October 2008.

PRESENT: Councillor I C Bates – Chairman.

Councillors P L E Bucknell, K J Churchill,
D B Dew, A Hansard, C R Hyams,
Mrs D C Reynolds and L M Simpson.

AN APOLOGY: Apologies for absence from the meeting were submitted on behalf of Councillor T V Rogers.

70. MINUTES

The Minutes of the meeting of the Cabinet held on 24th September 2008 were approved as a correct record and signed by the Chairman.

71. MEMBERS' INTERESTS

No declarations were received.

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

With the aid of a report by the Head of Administration (a copy of which is appended in the Minute Book) the Cabinet considered a suggested response on behalf of the Council to a consultation paper issued by the Department for Communities and Local Government (CLG) on improving local accountability which proposed a number of changes to Overview and Scrutiny function. Executive Councillors were advised that the consultation paper had 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 Council's response to a series of questions set by the CLG, Members discussed the requirement to make provision for a dedicated scrutiny resource to support the overview and scrutiny function, Although not a requirement for district councils, Members were of the opinion that this should be at the discretion of the 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 have been either tried or implemented by the Council.

Having been advised of the views of the Overview and Scrutiny Panels, the Cabinet

RESOLVED

that the contents of the report be noted and the suggested answers to the consultation paper set out in the Annex to the report now submitted incorporating the comments made by the Overview and Scrutiny Panels be endorsed, for submission to the Department for Communities and Local Government.

73. ALCOHOL DISORDER ZONES

Further to Minute No. 08/59 the Cabinet considered a report by the Head of Administration (a copy of which is appended in the Minute Book) on the use of Alcohol Disorder Zones (ADZs).

Members were reminded that the paper had been requested by the Cabinet following a proposal by the Overview and Scrutiny (Service Delivery) proposing an enhanced cleansing service on Sundays in the market towns. Members were advised that ADZs were short term, last resort measures intended only to address high levels of alcohol related nuisance and disorder, circumstances not applicable in the District. As such they were not appropriate to deal with the problem of litter and the additional cleaning costs. Whereupon, it was

RESOLVED

that the position with regard to the new powers to designate Alcohol Disorder Zones be noted.

74. MARKET RULES

By way of a report by the Head of Operations (a copy of which is appended in the Minute Book) the Cabinet was invited to consider revised rules for markets operating in Huntingdonshire controlled by the Council.

Members were informed that the rules had been revised to ensure that they were relevant and appropriate to current trading practices. Having noted that existing market traders had been consulted on the new rules, the Cabinet

RESOLVED

that the revised rules for Council-run markets in Huntingdonshire be approved and that the Director of Environmental and Community Services, in consultation with the Executive Councillor for Operational and Countryside Services, be authorised to make any minor changes to the rules as may be necessary in the future.

75. REPRESENTATION ON ORGANISATIONS

(The Chairman announced that he proposed to admit the following urgent item in accordance with Section 100B (4) of the Local Government Act 1972 given the need to ensure that Members are overseeing those risks associated with treasury management)

In view of the current turmoil in the banking sector the Cabinet has considered the exercise of delegation in respect of treasury management matters. Whereupon, it was

RESOLVED

that Councillors J A Gray, T V Rogers and L M Simpson be appointed as the members with whom the Director of Commerce and Technology is required to consult on the exercise of delegated authority on treasury management matters.

Chairman

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CABINET

6 November 2008

FINANCIAL MONITORING – REVENUE BUDGET (Report by the Head of Financial Services)

1. 2007/08 Budget – As at mid October 2008

- 1.1 Cabinet received a report on the forecast outturn for the 2008/09 revenue budget at its meeting on 17 July 2008 which identified a saving of £203k; this report provides the latest forecast.
- 1.2 It is now expected that there will be a saving of £424k and a total of £300k carried forward (£100k more than forecast) to 2009/10. The main variations are summarised in Annex A and the following paragraph highlights the main changes since July.
- 1.3 The significant variations are:
 - An anticipated loss of planning fee income of £75k.
 - Additional investment interest £165k
 - The impact of the new car park charges not being introduced until October (£80k)
 - Additional Housing benefits grant (£80k) part of a general provision for savings included last time.
 - Savings on Leisure Centres (£79k) in excess of the current year's target.
 - An increase in schemes that can be treated as capital creating a revenue saving of £205k.
- 1.4 The forecast includes a provision for £120k of further unspecified savings, based on previous experience that further items do emerge later in the year.

2. Risks and opportunities

- 2.1 There is potential for the Council to receive further non-earmarked grant income (e.g. a final adjustment of LABGI for previous years).
- 2.2 The economic situation continues to be very volatile leading to uncertainty on Interest rates and demand for planning applications, land charges and benefits.

3. Amounts collected and debts written off

- 3.1 The position as at 30 September 2008 is shown in Annex B

4 Recommendation

- 4.1 It is recommended that the Cabinet note the forecast spending variations and the position on debts collected and written off.

ACCESS TO INFORMATION ACT 1985

Source Documents:

1. Cabinet and Council Reports
2. Budgetary control files.

Contact Officers: Eleanor Smith, Accountancy Manager (01480 388157)
Steve Couper, Head of Financial Services (01480 388103)

	Expenditure £000	Income £000	Recharge to capital £000	Net expenditure £000
Approved budget (Net spending after budgeted timing changes)	68,142	-46,848	-874	20,420
Less benefits reimbursed by Government	-29,085	29,085		0
	39,057	-17,763	-874	20,420
Variations in timing				
Additional schemes brought forward	310			310
Additional schemes carried forward	-100			-100
Timing variations	+210			+210
Spending variations				
Variations reported in July 2008	-133	-70	0	-203
Additional variations				
Recharge to capital			-205	-205
Housing benefits adjustment	-80			-80
Reduction in provision for further savings to £120k	80			80
Planning fees - recession in house building		75		75
Car parking strategy - delayed implementation		80		80
General underspendings on leisure centres	-79			-79
Extra cost of diesel	22			22
Review of land charges income		-30		-30
Review of investment interest		-165		-165
Public conveniences cleaning contract	-32			-32
Recycling - reduced income from glass		29		29
Recycling credits		-22		-22
Markets - consultancy costs and reduced income	10	13		23
Car Parks staff costs and reduced excess charge income	20	20		40
VAT partial exemption	25			25
Refuse collection vehicle repair	-26			-26
Transportation community grants	-30			-30
Pensions transitional relief	36			36
Street cleaning hired staff	15			15
Industrial and other properties NNDR	24			24
Customer Service Centre increased costs previously reported, found from virement	-28			-28
Other variations	27			27
	-16	0	-205	-221
Total Spending Variations	-149	-70	-205	-424
Total Timing and Spending variations	+61	-70	-205	-214
% variation	+0.2%	-0.4%	+23.5%	-1.0%
Forecast net spending in year	39,118	-17,833	-1,079	20,206

	Original budget £000	Forecast outturn £000
Forecast Net Spending	20,420	20,206
Funded from:		
Government support (RSG & NNDR)	-12,158	-12,158
Collection fund adjustment	28	28
Council tax	-6,668	-6,668
Reserves		
Contribution from delayed projects reserve	-25	-335
Contribution to delayed projects reserve	200	300
General Reserve	-1,797	-1,373
Total Reserves	-1,622	-1,408
Total	20,420	20,206

CONTINGENCIES INCLUDED IN THE BUDGET				
	Budget	Estimated outturn	Variation	
	£000	£000	£000	
Turnover	-420	-420	0	The estimated outturn is that all of the contingency will be met from staff savings A minimum of £250k expected.
Additional grants	-250	-250	0	
Projects b/f	25	335	310	Actual
Projects c/f	-200	-300	-100	£150k identified to date – likely to be more

AMOUNTS COLLECTED AND DEBTS WRITTEN OFF**Collected**

The total amount of payments received, less customer refunds and transfers to other debts:

	April to June 2008	July to Sept 2008	Total
	£000	£000	£000
Type of Debt			
Council Tax	21,878	21,598	43,476
NNDR	17,782	15,196	32,978
Sundry Debtors	1,769	2,300	4,069
Excess Charges	36	37	73

Amounts written off

Whilst the amounts below have been written-off in this financial year, much of the original debt would have been raised in previous financial years.

	Up to £4k			Over £4k			TOTAL
	April to June 2008	July to Sept 2008	Total	April to June 2008	July to Sept 2008	Total	Total
Type of Debt	£000	£000	£000	£000	£000	£000	£000
Council Tax	52.1	24.6	76.7	0.0	0.0	0.0	76.7
NNDR	12.7	1.4	14.1	12.8	5.3	18.1	32.2
Sundry Debtors	5.6	7.4	13.0	0.0	0.0	0.0	13.0
Excess Charges	4.1	3.2	7.3	0.0	0.0	0.0	7.3

Authority to write off debts

The Head of Customer Services is authorised to write-off debts of up to £4,000, or more after consultation with the Executive Councillor for Finance, if she is satisfied that the debts are irrecoverable or cannot be recovered without incurring disproportionate costs. The Head of Financial Services deputises in her absence.

CABINET

6 NOVEMBER 2008

**CAPITAL PROGRAMME MONITORING
2008/09 BUDGET
(Report by the Head of Financial Services)**

1. PURPOSE

1.1 This report highlights the variations from the 2008/09 Capital Programme approved in February 2008 including any member or officer decisions already taken in accordance with the Code of Financial Management.

2 MONITORING INFORMATION

2.1 The Budget approved in February 2008 and subsequent adjustments are shown below:-

Capital Programme	2008/09 Capital Expenditure		
	Gross Budget	External Contributions	Net Budget
	£000	£000	£000
Approved Budget (February 2008)	16,955	1,483	15,472
Deferrals from 2007/08	4,649	3,580	1,069
	21,604	5,063	16,541
New MTP Bids (paras 2.2 to 2.5)	1,425	1,295	130
Cost Variations (Annex A)	-253	-128	-125
Timing Changes to 2009/10 (Annex B)	-2,694	-1,027	-1,667
Capital / Revenue Variations			
VOIP Data Switches	90	0	90
Recycling Bins	83	0	83
Commutation	43	0	43
Community Facilities Grant (reported last time)	-46	0	-46
Current Forecast	20,252	5,203	15,049

2.2 This year's MTP process has identified the following new proposals that would impact on the current year but would not be formally approved until the end of the process in February.

MTP Bids	2008/09 Capital Expenditure		
	Gross Budget	External Contributions	Net Budget
	£000	£000	£000
St Ivo L C – Football Improvements	250	500	-250
Huntingdon West Development (HGF)	700	700	0
St Neots Green Corridor (HGF)	95	95	0
Sustainable Homes Retrofit (cost of purchase)	380	0	380
	1,425	1,295	130

- 2.3 The St Ivo scheme is fully funded from grants and S106 contributions. It shows a credit in the current year because some income will be received in advance.
- 2.4 The Huntingdon West and St Neots Green Corridor schemes are dependent on receiving full funding from the Housing Growth Fund.
- 2.5 The Sustainable Homes retrofit scheme is based on purchasing existing properties and fitting various items that will illustrate the benefits from improved energy usage. After conversion they will be used to demonstrate the benefits and subsequently sold. The money for the adaptations is already in the budget but not the money for purchase (a total of £500k) which will be recouped on their subsequent sale. There is also a sum of £15k running costs needed for two years included in the MTP bid. Obviously the housing market is very uncertain currently and if Cabinet agree to this scheme proceeding in principle then the relevant executive councillor will be consulted before any commitment to purchase.
- 2.6 Annex A gives details of the cost variations of which the significant items are:
- additional costs on the Creative Enterprise Centre Industries though these are still under negotiation
 - a saving on VAT due to an extension to the current year of the relaxation of the partial exemption rules that prevented the Council from recovering all of its VAT.
- 2.7 Annex B provides details of the timing changes currently identified. The original budget also included provision for a net deferral to later years of £700k. This has not been removed as past experience has shown that further deferrals emerge in the latter part of the year.
- 2.8 There are three new transfers from revenue to capital which increase the Council's financial flexibility.

3. REVENUE IMPLICATIONS

- 3.1 The impact of the variations to the original budget approved in February 2008 is to reduce the net revenue expenditure by £234k in 2008/09 with further adjustments in future years, as shown below.

Revenue Impact	2008/ 2009	2009/ 2010	2010/ 2011	2011/ 2012	2012/ 2013
	£000	£000	£000	£000	£000
Timing Changes 2007/08 to 2008/09	-27				
New MTP Bids	4	31	40	11	-3
Cost Variations	-3	-6	-6	-6	-6
Timing Changes 2008/09 to 2009/10	-42	-42			
Revenue/Capital Transfers	-166	8	8	8	8
TOTAL FORECAST VARIATION	-234	-9	42	13	-1

N.B. Revenue impact is based on 5% loss of interest

4. CAPITAL RESERVES

- 4.1** Just £1.6M of Capital Reserves are forecast to remain in April 2009 and these will be fully used in the following few months. Subsequent capital expenditure will therefore need to be funded from borrowing. The higher resulting cost of this has been included in the Draft MTP report being considered by Cabinet on the 20 November.

5 RECOMMENDATIONS

5.1 It is **RECOMMENDED** that Cabinet:

- Approve the commencement of the MTP bids for St Ivo, Huntingdon West and the St Neots Green Corridor.
- Approve the commencement of the Sustainable Homes Retrofit scheme subject to consultation with the Executive Councillor for Finance regarding timing in relation to the housing market.
- Note the other variations within the report.

BACKGROUND PAPERS

Capital programme and monitoring working papers.
Previous Cabinet reports on capital expenditure.

Contact Officer – Steve Couper ☎ 01480 388103

ANNEX A

Expected Cost Variations	2008/09 Capital Expenditure		
	Gross Budget	External Contributions	Net Budget
	£000	£000	£000
Electronic Document Imaging in Planning	-20	0	-20
Small Scale Environmental Improvements District Wide	-10	-10	0
Disabled Facilities Grants - Extra	163	113	50
Repairs Assistance Grants - Saving	-50	0	-50
Social Housing Grant	1,034	1,034	0
Decent Homes Insulation Grant - Adjustment	-78	-78	0
Headquarters Improvements - Adjustment	-345	-345	0
St Ivo L C – Football Improvements - Adjustment	-902	-902	0
Huntingdon L C – Energy Saving	15	0	15
St Neots – Bar/Kitchen/Creche Extension	-10	0	-10
Creative Enterprise Centre, St Neots – Extra cost partly off-set by extra Grant	119	60	59
Health Centre Sapley Square	15	0	15
VAT Partial Exemption	-184	0	-184
	-253	-128	-125

ANNEX B

Timing Changes to 2009/10	2008/09 Capital Expenditure		
	Gross Budget	External Contributions	Net Budget
	£000	£000	£000
New Public Conveniences	-213	0	-213
Stray Dogs Kennels	-15	0	-15
Mobile Home Park	0	-168	168
Social Housing Grant	-1,271	0	-1,271
Decent Homes Insulation Grants	-266	-266	0
Ramsey Community Information Centre - Refurbishment	-11	0	-11
Leisure Centres Future Maintenance	-1,214	-143	-1,071
Leisure Centre – CCTV Improvements	-15	0	-15
St Ivo L C – Football Improvements	44	0	44
Sawtry L C - Impressions	-12	0	-12
St Neots L C – Development	-11	0	-11
Huntingdon LC - Development	285	0	285
Huntingdon Riverside Improvements	-142	0	-142
Headquarters Improvements	2,293	0	2,293
Printing Equipment	-308	0	-308
Corporate EDM	-129	0	-129
Voice and Data Infrastructure	62	0	62
Building Control Public Access System	-30	0	-30
ICT for New Accommodation	144	0	144
Business Systems	-94	0	-94
Customer First/Working Smarter	-147	0	-147
Ramsey Rural Renewal	-51	0	-51
New Industrial Units	-490	0	-490
Industrial Estates Repairs	-30	0	-30
Huntingdon Marina Improvements	-54	0	-54
Huntingdon Town Centre Developments	7	0	7
Heart Of Oxmoor	0	-300	300
Huntingdon Bus Station	-444	-150	-294
St Neots Pedestrian Bridges	-535	0	-535
Ramsey Transport Strategy	-44	0	-44
Other Minor Adjustments	-3	0	-3
Forecast Adjustment to Programme for Deferrals	-2,694	-1,027	-1,667

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**OVERVIEW & SCRUTINY
PANEL (SERVICE DELIVERY)**

7TH OCTOBER 2008

CABINET

6TH NOVEMBER 2008

**CAMBRIDGESHIRE & PETERBOROUGH JOINT MUNICIPAL WASTE
STRATEGY**

(Report by the Head of Operations)

1. PURPOSE OF REPORT

- 1.1 To approve adoption of the revised Joint Municipal Waste Management Strategy.

2. INTRODUCTION AND BACKGROUND INFORMATION

- 2.1 The Joint Waste Partnership of Cambridgeshire County Council, Peterborough City Council and the 5 district councils submitted its Joint Municipal Waste Strategy to Defra in 2002. Huntingdonshire District Council adopted this strategy in 2002. Defra guidance on Municipal Waste Strategies states that strategies should be reviewed and revised every five years so that they reflect national, regional and local policies, legislation and targets. This review has now been completed. The revised document, a copy of which has been placed in the Members Room, combines the original principles established in 2002 and incorporates new themes that have emerged over the last five years. The revised and updated strategy has nine key themes all of which have associated objectives and actions.
- 2.2 Following its adoption in 2002, it was agreed that the strategy would be reviewed after 5 years. Recycling Plans, which were appended to the 2002 Strategy, were reviewed in 2005 and revised plans have been available on the RECAP (Recycling in Cambridgeshire and Peterborough) website since then.
- 2.3 The partner authorities have been working towards voluntary targets agreed within the strategy for combined recycling and composting as follows:-
- 45 - 50% by 2010/11
 - 50 - 55% by 2015/16
 - 55 – 60% by 2020/21
- 2.4 Together, the partnership members have achieved a very high overall recycling and composting rate, with an average of 50.5% for 2007/08 across the partnership area. As a result of this joint working, Cambridgeshire has been the highest performing shire county in the country for the last four years and is likely to be again in 07/08. Huntingdonshire's recycling rate for 2007/08 was

55.93%, amongst the highest in the country. This excellent performance throughout the partnership area means that the 2010/11 target has been achieved 3 years ahead of time.

- 2.5 As a high performing authority/partnership, we are not now required by DEFRA to produce a new strategy however the partnership agreed that as a review is regarded as Best Practice it should be carried out. The new updated strategy incorporates up to date and relevant targets with a clear action plan to deliver them.
- 2.6 The revised document combines the original principles of the 2002 document with new themes that have emerged since the original document was written. An extensive public consultation has been carried out to ensure that the document addresses current and future need.

The nine key themes of the strategy are outlined below.

- Underlying Strategic Principles for the Waste Strategy
- Joint Working,
- Climate Change;
- Protection of the Environment;
- Waste Prevention & Reuse;
- Recycling & Composting;
- Management of Residual Waste;
- Wider Waste Role; and
- Stakeholder Engagement

Attached at Appendix A are the eighteen actions which are designed to deliver the strategy objectives

- 2.7 The strategy covers arrangements for the sustainable management of Municipal Solid Waste (MSW) controlled by the RECAP partners and is the framework for addressing waste prevention, reuse, recycling and recovery in line with the waste hierarchy. It also covers collection, treatment and disposal of MSW. The strategy is a forward thinking document which clearly identifies the links between waste management and climate change. It continues to direct the way forward for waste management within the area and reconciles the twin aspirations of customer satisfaction whilst achieving the national and European waste diversion targets.

3. FINANCIAL IMPLICATIONS

- 3.1 As a high performing authority that has made significant investment in waste management and recycling services in recent years, there are no financial implications associated with the adoption of the new strategy.

4. OVERVIEW AND SCRUTINY PANEL (SERVICE DELIVERY) COMMENTS

- 4.1 The Overview and Scrutiny Panel (Service Delivery) considered the revised Strategy at their meeting on 7th October 2008. Panel Members received an explanation and clarification of a number of questions raised, including the actions undertaken by the Council to reduce the impact of waste management activities on climate change and the impact of changing from landfill disposal at Buckden to hard surface tipping at the new Alconbury transfer station. Panel Members were also updated on the outcomes of a Joint Waste Partnership Project, managed by the District Council, to encourage commercial waste recycling across the Partnership area. The Panel has expressed their satisfaction with the content of the Strategy and has recommended the Cabinet to approve the adoption of the revised Strategy.

5. RECOMMENDATIONS

- 5.1 Cabinet are requested to
- a) approve the adoption of the revised and updated Joint Municipal Waste Management Strategy.

BACKGROUND INFORMATION

Strategy for dealing with Joint Municipal Solid Waste 2002 – 20022 in Cambridgeshire and Peterborough.

Contact Officer: Robert Ward, Head of Operations
☎ 01480 388635

**REVIEW OF JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY
FOR CAMBRIDGESHIRE AND PETERBOROUGH – ACTION PLAN**

Action No.	
1.	JMWMS: Maintain the relevance and responsiveness of the JMWMS:
2.	RECAP Governance: The Partnership Team will implement and review a robust mechanism for effective decision making, communication and change management throughout the partnership.
3.	New Communities: Provide effective and efficient provision of waste services to new and re-locating Council Tax payers entering the JSA as a result of the Growth Agenda.
4.	Service Modification: Identify service modifications required to meet Strategy and statutory targets.
5.	Joint Procurement: Investigate and pursue opportunities for joint procurement (via joint contracts and jointly procured contracts) for bring sites, Materials Recovery Facilities, bulking and transfer stations or joint kerbside collection contracts, where feasible.
6.	Climate Change: RECAP will work to place itself in a position to reduce its climate change impacts from waste management activities and to monitor impact on climate change.
7.	Enviro-Crime: Develop and implement consistent and co-ordinated policies in the partnership.
8.	Waste Prevention: Decrease the amount of total household waste per dwelling to 1,272 kg by 2019/20.
9.	Third Sector Reuse: Increase opportunities for reuse in the partnership area.
10.	Marketing and Communication: In 2009 the Marketing Group will develop a communication strategy to be implemented over the following 10 years, which will aim at increasing the diversion from landfill.
11.	Trade Waste Recycling: Develop and implement a Trade Waste Strategy, by the end of 2008.
12.	Dry and Organic Recycling: To develop the existing comprehensive recycling service within the JSA, in order to achieve the RECAP JMWMS targets.
13.	Key Indicators: Ensure the effective delivery of the Strategy to achieve statutory targets.
14.	Legislative Responsibilities: To ensure the compliance with all waste legislation and treatment regulations.
15.	Procurement of Residual Waste Treatment Facilities: To provide sustainable waste treatment facilities to ensure the diversion of waste captured in the residual waste stream.
16.	Wider Waste Role: Play a wider role in tackling non-municipal waste.

17.	Funding: The partnership team will continually monitor and seek external funding opportunities (such as WRAP and DEFRA) to implement initiatives that further achieve the RECAP's objectives, and these opportunities will demonstrate best practice and raise RECAP's profile.
18.	Development of Waste Targets within LAAs: RECAP will seek to influence the inclusion of waste targets within the local area agreements annual refresh process.

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CABINET

6TH NOVEMBER 2008

ENHANCED CLEANSING SERVICES (Report by the Overview and Scrutiny Panel (Service Delivery))

1. INTRODUCTION

- 1.1 At its meeting held on 4th September 2008, the Cabinet considered a report by the Overview and Scrutiny Panel (Service Delivery) on Enhanced Cleansing Services for the District's market towns. In so doing, requests were made for further investigations to be undertaken by the Scrutiny Panel.
- 1.2 A copy of the original report considered by the Cabinet is attached as an Appendix.

2. CABINET DECISION

- 2.1 The Cabinet noted the recommendations contained within the report but before making a decision, requested further information on the introduction of Sunday cleansing services, in particular, the operational issues associated with the scope of the areas to be cleaned and the delivery of the service. Particular reference was made to the extent of the areas identified and the need to target specific streets.
- 2.2 The Cabinet also registered their concerns that additional cleansing services on a Sunday were likely to cause some early morning noise and commented that this would be seen as being detrimental to some residents living within the vicinity.
- 2.3 In addition, a request was made for a financial proposal to be prepared for consideration as part of the Council's Medium Term Plan in the future.
- 2.4 The Cabinet concurred with the Panel's recommendations that financial contributions should be sought from the Town Councils towards the cost of implementing the proposal and that the use of Alcohol Disorder Zones should be investigated. A report on the latter was considered by the Cabinet on 16th October and by the Scrutiny Panel on 7th October 2008 and both concluded that Alcohol Disorder Zones were not appropriate for use in this context.

3. ADDITIONAL INFORMATION

- 3.1 The Executive Councillor for Operational and Countryside Services, together with the Head of Operations, were invited to attend the Scrutiny Panel's October meeting to discuss the Cabinet's requests further.
- 3.2 In response to the Cabinet's concerns relating to the operational issues associated with the proposal, the Head of Operations confirmed that those areas highlighted within the report represented the minimum deemed necessary for cleaning. Maps clearly showing the areas involved are enclosed separately with the Agenda.
- 3.3 Having acknowledged the Cabinet's concerns relating to early morning noise affecting some residents living within the vicinity of the areas to be cleaned, it

was reported that the proposed cleansing service would be limited to the emptying of litter bins and the use of small mechanical road sweepers. Additionally, it was reported that whilst employees would report to Eastfield House at 6:00am, the work the market towns would not start until approximately 7:30am.

- 3.4 The Panel reiterated their wish for financial contributions to be sought from the Town Councils but stressed that this should only be done if the Cabinet agreed the principle of providing an enhanced cleansing service. This would then enable the Executive Councillor for Operational and Countryside Services to arrange for the preparation of a financial proposal for consideration as part of the Council's Medium Term Planning process.

4. CONCLUSION

- 4.1 The Cabinet is invited to reconsider the Scrutiny Panel's recommendations in light of the additional information contained in this report.

BACKGROUND INFORMATION

Reports and Decisions of the meeting of the Cabinet held on 4th September 2008.
Reports and Meetings of the Overview and Scrutiny Panel (Service Delivery) on 2nd September and 7th October 2008.

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**ENHANCED CLEANSING SERVICES PROPOSAL FOR MARKET TOWNS
(Report by the Overview and Scrutiny Panel (Service Delivery))**

1. INTRODUCTION

- 1.1 At its meeting on 1st July 2008, the Overview and Scrutiny Panel (Service Delivery) considered a report containing details and costs of providing additional cleansing services in the District's town centres on Sundays. The report is attached as an Appendix hereto.

2. BACKGROUND

- 2.1 In October 2006, the Panel established a Working Group comprising Councillors J D Ablewhite, R W J Eaton and J W Davies to consider whether there was a need to introduce a cleaning service in towns on Sundays to deal with the effects of the Saturday night time economy in terms of litter. In view of the rise of the Sunday economy the Working Group was asked to take into account tourism and Sunday trading.
- 2.2 Following discussion, the Working Group suggested that a trial of new cleansing arrangements on Sundays should be undertaken in St Ives. This proposal was considered by the Panel at its meeting on 8th January 2008, when a detailed explanation of various options and their financial implications was available. However, the Panel were of the view that a similar situation existed in other areas and, therefore, requested additional information, including the financial implications, on providing a cleansing service on Sundays in the market towns across the District.

3. DELIBERATIONS

- 3.1 Members of the Panel, at their meeting on 1st July 2008, reiterated their concerns about the cleanliness of the District's town centres on Sundays, particularly as Sunday trade and tourism are increasing both at a local and national level. Reference was made to the effect of litter on the objectives in these respects identified in Growing Success, the Council's Corporate Plan, and, more specifically, the Local Economy Strategy.
- 3.2 The Panel has taken into account a representation made by Holywell-cum-Needingworth Parish Council, who have registered concerns that the District Council cleaning regime is focused primarily on town centres and that cleansing services for villages are predominantly funded by Parish Councils. Nevertheless, the Panel were of the view that as users of the towns, parishioners would benefit from the proposed cleansing services.
- 3.3 The Panel has discussed the option of establishing Alcohol Disorder Zones within the District. This is a Government measure designed to identify establishments deemed responsible for the problems in an area. Those establishments identified are liable to pay for the necessary cost of services required to return an area back to an acceptable state. The Panel has expressed the view that investigation of the potential benefits of introducing

Alcohol Disorder Zones should be undertaken, with a view to adopting this as a long term measure to address the problems associated with litter in Towns.

- 3.4 In terms of the operational costs of introducing a Sunday cleansing service, the Panel has concluded that the annual cost of £52,400 demonstrates good value for money, particularly, in light of the anticipated benefits that would be achieved. The Panel have, however, expressed their view that as savings are required to be identified by the Council to meet the costs of the proposal, financial contributions should be sought from the Town Councils. Cleansing on Sundays would be more feasible and there would be a greater likelihood that a service would be introduced if such contributions were forthcoming.

4. CONCLUSION AND RECOMMENDATIONS

- 4.1 The Panel has identified that there is a need to introduce Sunday cleansing services in the market towns across the District, which has arisen out of the growing Saturday night time economy and the adverse effect of the resulting litter on Sunday trade and tourism. In recognising the financial constraints already placed upon the Council, the Panel therefore

RECOMMEND the Cabinet to

- (a) introduce cleansing services on Sundays in the market towns across the District as set out in the Appendix;**
- (b) seek financial contributions from Town Councils towards the costs of implementing this proposal;**
- (c) subject to the outcome of (b) above, include a bid for funding for the proposal in the Medium Term Plan; and**
- (d) investigate the introduction of Alcohol Disorder Zones in the District in the long term.**

BACKGROUND INFORMATION

Minutes and Reports of the Overview and Scrutiny Panel (Service Delivery)

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01480 388006**

OVERVIEW AND SCRUTINY PANEL
(SERVICE DELIVERY)

1ST JULY 2008

ENHANCED CLEANSING SERVICES – PROPOSALS – MARKET TOWNS
(Report by the Head of Operations)

1. INTRODUCTION

1.1 The Overview and Scrutiny Panel considered a report on 8th January 2008, Enhanced Cleansing Service - Pilot Study and resolved that a further report be submitted to a future meeting giving full details and costs of providing a full cleansing service to the main town centres on Sundays. The Panel requested that the proposals as outlined at option 2 of the report, be adopted for the purpose of preparing the report

1.2 This report provides members with revised proposals based on the above.

2. ENHANCED SUNDAY CLEANSING PROPOSALS

2.1 The proposed enhanced Sunday cleansing services will be provided by 8 employees and one Supervising Inspector working from 06.00 to 10.00. The areas detailed in the town centres below will be cleansed using a combination of mechanical sweepers, litterpicking and the emptying of litterbins situated on roads detailed below, using the resources listed for each area.

St Ives Compact mechanical sweeper, plus a response team of 3 undertaking litter picking and emptying of litter bins.

St Ives	
The Waits	The Broadway
Crown Street	Merryland
Bridge Street	The Quay
The Pavement	Market Hill
White Hart Lane	Sheep Market
Market Road	Station Road
Cattle Market Car Park	

Huntingdon Compact mechanical sweeper, plus a response team of 3 undertaking litter picking and emptying of litter bins.

Huntingdon	
High Street	Ferrars Road
George Street	Royal Oak Passage
Market Hill	Princes Street
Literary Walk	St Marys Street
Hartford Road	St Benedicts Court
Chequers Court	St Germain Walk
Trinity Place	Chequers Way
Brewery Yard	St Germain Street Car Park
Brewery Yard	

St Neots Compact mechanical sweeper, plus a response team of 3 undertaking litter picking and emptying of litter bins.

St Neots	
St Neots Road	High Street
Cambridge Street	Huntingdon Street
Tebbutts Road	New Street
Church Street	Brook Street
South Street	St Marys Street
Priory Lane	Tan Yard
Bec Road	The Priory
Priory Lane Car Park	Waitrose Tan Yard Car Park
Market Square West	Market Square South

Ramsey & Godmanchester Response team of 2 undertaking litter picking and emptying of litter bins

Godmanchester	
Causeway	Post Street
Old Court Hall	Cambridge Street

Ramsey	
Great Whyte	Little Whyte
High Street	New Road
Mews Close Car Park	

Appendix 1 to this report provides maps of the actual areas that will be cleansed under these proposals.

3. OPERATING COSTS

	Per week	Per annum
Employee costs including supervision and management	£790	£41,000
Vehicle and Plant operating costs	£220	£11,400
Total Cost	£1,010	£52,400

Financial Context

No provision has been made for enhanced cleaning services in the Council's financial plan. The existing plan can be summarized as:

- 1) A deficit had already been planned for years 2008/9 through to 2014/5 by which time revenue reserves would be reduced to what is considered to be a minimal level.
- 2) The existing medium term financial plan is based on Council Tax rises of 5% every year for the next 10 years.
- 3) The existing medium term financial plan requires further savings to be identified of £0.5m for 2009/10 rising to £1.0m and £2.0m in each of the following two years.
- 4) All new expenditure will add to the requirement to make savings in other areas.

4. OPTIONS FOR DELIVERING THE ENHANCED SERVICE

- 4.1 As indicated at para 3 above, there is at present, no funding identified to provide this increased level of service and if Members were minded to recommend to Cabinet that the proposals be introduced, it would be necessary to prepare a bid for funding as part of the medium term financial plan later in the year which would be considered on its merits when assessed against other competing priorities.

5. SUMMARY

- 5.1 As indicated in the report considered by the Panel on 8th January 2008 our existing street cleansing services currently deliver a frequency based cleansing service higher than the EPA and COPLAR requirements. We are currently performing well in relation to the national performance indicators (which measures litter, detritus, graffiti and flyposting) being in the upper quartile of performance nationally.
- 5.2 The enhanced Sunday cleansing services proposed in this report would improve the Town Centre appearance *in the mornings*, but the standard will deteriorate during the day as there will be no full time presence to maintain the standard throughout the day. Litter dropped during the day will be recovered on the Monday morning by scheduled cleansing regimes.

6. MATTERS FOR CONSIDERATION

- 6.1 If the Panel supports improved cleaning services for one or more of the towns they may consider a recommendation to Cabinet that additional funding be provided or that the cleaning service be enhanced by savings from other services.

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CABINET

6TH NOVEMBER 2008

SUPPORTING LOCAL RETAILERS (Report by Chief Officer Management Team)

1. INTRODUCTION

- 1.1 This paper seeks the endorsement of Cabinet for an urgent initiative by officers to support local retailers and residents in the lead up to Christmas and the new year.

2. BACKGROUND

- 2.2 The recent unsettled economic situation has been much in the press and media. This has led to calls for government nationally and locally to support businesses and individuals experiencing economic hardships. Whilst in Peterborough this has led to the introduction of limited free parking at some off peak times there has also been calls from the Chamber of Commerce for Huntingdonshire District Council to introduce a free parking scheme.

3. THE CAR PARK VOUCHER SCHEME

- 3.1 Mindful of the recent introduction of revised car parking charges, which are still settling down in the district, but also with the objective of addressing the concerns of retailers, officers are proposing a car park voucher scheme be introduced. The scheme will entitle the voucher holder to park for up to four hours in any district council car park on any Saturday in December or January at no cost. Because of publishing deadlines, it has been necessary for officers to arrange for incorporation of the Voucher into District Wide Magazine, which will be published in November to enable its use in the run up to Christmas.
- 3.2 This scheme is principally aimed at increasing the number of people who choose to shop at Huntingdon, St Neots and St Ives. To the extent to which this scheme encourages additional visitors to these towns it is not expected to be a cost on the Council. The vouchers are available to all residents on a one per household basis and some will be used by people who would have parked in a charged for car park in any case. We estimate this cost to be in the range £1,500 - £18,100.

4. RECOMMENDATION

- 4.1 Members are asked to endorse the action taken by officers regarding this car parking voucher scheme.

BACKGROUND INFORMATION

None

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