

A meeting of the **OVERVIEW AND SCRUTINY PANEL (SERVICE DELIVERY)** will be held in the **WREN ROOM, COUNTRYSIDE CENTRE, HINCHINGBROOKE COUNTRY PARK, BRAMPTON ROAD, HUNTINGDON, PE29 6DB** on **TUESDAY, 3 MARCH 2009** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**PLEASE NOTE VENUE**

**Contact  
(01480)**

**APOLOGIES**

**1. MINUTES (Pages 1 - 4)**

To approve as a correct record the Minutes of the meeting of the Panel held on 3<sup>rd</sup> February 2009.

**Miss H Ali  
388006**

**2 Minutes.**

**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.

**2 Minutes.**

**3. LOCAL GOVERNMENT ACT 2000: FORWARD PLAN (Pages 5 - 10)**

A copy of the current Forward Plan, which was published on 12<sup>th</sup> February 2009, is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**R Reeves  
388003**

**15 Minutes.**

**4. PROVISION OF LEISURE FACILITIES FOR YOUNG PEOPLE (Pages 11 - 16)**

To consider a report by the Head of Operations on the provision of leisure facilities for young people across the District.

**J Craig  
388638**

**20 Minutes.**

5. **PERFORMANCE MONITORING** (Pages 17 - 24)

To consider a report by the Head of Policy and Strategic Services containing details of the Council's performance against its priority objectives.

**H Thackray**  
**388035**

*(Colour copies of this report are attached separately to the Agenda)*

**20 Minutes.**

6. **ADOPTION OF ROADS AND SEWERS** (Pages 25 - 26)

To receive an update (**TO FOLLOW**) on the study into the adoption of roads and sewers across the District.

**Miss H Ali**  
**388006**

**15 Minutes.**

7. **OVERVIEW AND SCRUTINY PANEL (SERVICE DELIVERY) - STUDIES** (Pages 27 - 36)

To consider a report by the Head of Administration on the Panel's programme of studies.

**Miss H Ali**  
**388006**

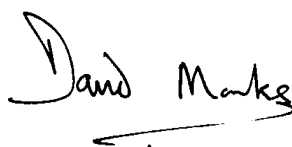
**15 Minutes.**

8. **SCRUTINY** (Pages 37 - 46)

To scrutinise decisions since the last meeting as set out in the Decision Digest (**TO FOLLOW**) and to raise any other matters for scrutiny that fall within the remit of the Panel.

**10 Minutes.**

Dated this 2 day of March 2009



Chief Executive

**Notes**

1. *A personal interest exists where a decision on a matter would affect to a greater extent than other people in the District –*
  - (a) *the well-being, financial position, employment or business of the Councillor, their family or any person with whom they had a close association;*
  - (b) *a body employing those persons, any firm in which they are a partner and any company of which they are directors;*
  - (c) *any corporate body in which those persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or*
  - (d) *the Councillor's registerable financial and other interests.*

2. *A personal interest becomes a prejudicial interest where a member of the public (who has knowledge of the circumstances) would reasonably regard the Member's personal interest as being so significant that it is likely to prejudice the Councillor's judgement of the public interest.*

**Please contact Miss H Ali, Democratic Services Officer, Tel No: (01480) 388006 / e-mail: [Habbiba.Ali@huntsdc.gov.uk](mailto:Habbiba.Ali@huntsdc.gov.uk) if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Panel.**

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

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

*Agenda and enclosures can be viewed on the District Council's website – [www.huntingdonshire.gov.uk](http://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.**

This page is intentionally left blank

# Agenda Item 1

## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (SERVICE DELIVERY) held in the Wren Room, Countryside Centre, Hinchingsbrooke Country Park, Brampton Road, Huntingdon, PE29 6DB on Tuesday, 3 February 2009.

PRESENT: Councillor S J Criswell – Chairman.

Councillors J D Ablewhite, Mrs M Banerjee, Mrs K E Cooper, Mrs J A Dew, J E Garner, P Godley, Mrs P A Jordan, P G Mitchell, P K Ursell and J S Watt.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors J M Sadler and M F Shellens.

### **74. MINUTES**

The Minutes of the meeting of the Panel held on 6th January 2009 were approved as a correct record and signed by the Chairman.

### **75. MEMBERS' INTERESTS**

Councillor S J Criswell declared a personal interest in Minute Nos. 78 and 80 by virtue of his membership of Cambridgeshire County Council.

### **76. LOCAL GOVERNMENT ACT 2000: FORWARD PLAN**

The Panel considered the current Forward Plan of Key Decisions (a copy of which is appended in the Minute Book) which had been prepared by the Leader of the Council for the period 1st February to 31st May 2009. The Panel were advised that the item on Older Persons Housing Strategy Update had been deferred and would be submitted to the Panel's April meeting.

In noting the addition of an item entitled Lettings Policy Review, Councillor Mrs M Banerjee undertook to investigate the background to the item in order to determine whether it should be submitted to a future meeting of the Panel.

### **77. CUSTOMER SERVICE QUARTERLY PERFORMANCE REPORT: OCTOBER - DECEMBER 2008**

*(Councillor L M Simpson, Executive Councillor for Customer Services and Information Technology, was in attendance for this item).*

Consideration was given to the Customer Service Quarterly Performance Report for the period October to December 2008 (a copy of which is appended in the Minute Book). The Panel received a detailed explanation of each section of the Report and, in response to questions by Members, clarification was provided of a number of

activities to which reference was made, including the procedure for logging complaints at the Call Centre for missed refuse collections and the categorisation of service enquiries received at the Customer Service Centres. Following a further question, Members were informed that the figures contained in the Report were consistent with seasonal trends in previous years. They also received an update on the Council's ability to accept payments via the website.

The Panel also received an update on the development of the Customer Service Centres in St Ives and St Neots. At present, the cost implications of relocating the Centres were being investigated. It was suggested that the Connexions service might be incorporated into the centres.

The Panel was acquainted with the outcome of a "Mystery Shopper" exercise, which had been undertaken via telephone, email and the Council's website. The Council had performed well in comparison with other local authorities, particularly through telephone enquiries.

The Head of Customer Services reported that the format of future performance reports would be amended to reflect the organisation of the Corporate Plan – "Growing Success".

#### **78. LEISURE CENTRE MANAGEMENT AGREEMENTS**

*(Councillor D B Dew, Executive Councillor for Leisure Centres, was in attendance for this item).*

Consideration was given to a joint report by the Head of Administration and the General Manager, Leisure (a copy of which is appended in the Minute Book) containing details of a proposal to change the funding and management arrangements of the District's jointly provided Leisure Centres. The proposal had arisen as a result of recent legislative change affecting the way the education service operated. The Panel noted that the proposal to dispense with the current Management Committees and to replace them with an Active Leisure Forum would result in savings on audit fees and on the administrative costs associated with servicing the meetings.

In also noting that the arrangements would change the way in which the Centres were funded, the Panel was that the County Council would continue to have an obligation to contribute towards the cost of capital repairs at each of the Centres. Having reviewed the proposed terms of reference for the Forum, suggestions were made for changes to the areas covered by the St Ives and Huntingdon Leisure Centres to be made and for the notification period for meetings of the Forum to be longer than the proposed five day period. Subject to the comments outlined above, the Panel

**RESOLVED**

that the report now submitted be endorsed for submission to the Cabinet.

**79. PROMOTING BETTER HEALTH IN OLDER PEOPLE THROUGH PHYSICAL ACTIVITY**

The Panel received and noted a joint report by the Head of Environmental and Community Health Services and the General Manager, Leisure (a copy of which is appended in the Minute Book) reviewing the progress made to date in respect of the Panel's recommendations following its previous study into promoting better health in older people through physical activity. Particular reference was made to ways in which the "Active at 50" project had contributed to the aims of the study. In this respect the Panel noted that, in addition to a Big Lottery Fund award, further grant aid from the Local Public Services Agreement reward fund had also been received.

Whilst a lack of resources had prevented the creation and maintenance of a database of exercise services and facilities for older people from taking place, the Panel expressed the view that such a database would have benefits. In that context, Members requested Officers to investigate other ways in which this recommendation might be achieved.

**80. ADOPTION OF ROADS AND SEWERS**

The Panel received and noted a report by the Adoption of Roads and Sewers Working Group (a copy of which is appended in the Minute Book) outlining their preliminary findings. By way of background, Members were reminded that the Working Group had previously been tasked with undertaking a study on "the process of adopting estate roads and sewers with an aim to put measures in place that could streamline the process and make the procedures more transparent, initially by investigation of introducing a District-wide register of unadopted roads and sewers".

Members were advised that the Working Group had completed its investigations into the procedures associated with the adoption of sewers. In this respect the Government's intention to transfer responsibility for privately owned sewers and lateral drains in England to statutory water and sewerage companies represented a significant development.

The Panel also were acquainted with the outcome of a recent meeting of the Working Group at which the County Council's procedure for adopting estate roads and the District Council's powers as the local Planning Authority within the procedure had been examined. These investigations had revealed that the existence of only limited legal powers throughout the process could inhibit the successful completion of the process.

Following discussion on the adoption of roads, the Panel expressed the view that a more proactive approach should be undertaken by responsible bodies to ensure that roads were adopted in a timely manner. Having noted that the Working Group would pursue this at its next meeting, the Panel were advised that the study was nearing completion.

**81. OVERVIEW AND SCRUTINY PANEL (SERVICE DELIVERY) - STUDIES**

The Panel considered a report by the Head of Administration (a copy of which is appended in the Minute Book) which contained details of actions taken in response to recent discussions and decisions. Members were advised that the Cabinet had deferred consideration of the Panel's final report on grant aid to enable consultation with the relevant Executive Councillors to take place. Having discussed the general principle of involving Executive Councillors in studies, Members concluded that, while this was acceptable for external studies, this involvement should be limited when Executive Councillors were being held to account.

**82. SCRUTINY**

The 91st Edition of the Decision Digest was received and noted.

**83. DATE OF NEXT MEETING**

It was noted that the next meeting of the Panel would be held on Tuesday, 3rd March 2009 at 7:00pm in the Wren Room, Countryside Centre, Hinchingsbrooke Country Park.

Chairman



## FORWARD PLAN OF KEY DECISIONS

**Prepared by** Councillor I C Bates  
**Date of Publication:** 12 February 2009  
**For Period:** 1 March 2009 to 30 June 2009

Membership of the Cabinet is as follows:-

Councillor I C Bates	- Leader of the Council	4 Church End Hilton Huntingdon PE28 9NJ Tel: 01480 830250 E-mail: <a href="mailto:Ian.Bates@huntsdc.gov.uk">Ian.Bates@huntsdc.gov.uk</a>
Councillor L M Simpson	- Deputy Leader of the Council and Executive Councillor for Customer Services and Information Technology	45 Devoke Close Stukeley Meadows Huntingdon Cams PE29 6XE Tel: 01480 388946 E-mail: <a href="mailto:Mike.Simpson@huntsdc.gov.uk">Mike.Simpson@huntsdc.gov.uk</a>
Councillor P L E Bucknell	- Executive Councillor for Planning Strategy and Transport	Compass House Pathfinder Way Warboys PE28 2RD Tel: 01487 824222 E-mail: <a href="mailto:Peter.Bucknell@huntsdc.gov.uk">Peter.Bucknell@huntsdc.gov.uk</a>
Councillor K J Churchill	- Special Advisor to the Cabinet	51 Gordon Road Little Paxton St Neots PE19 6NJ Tel: 01480 352040 E-mail: <a href="mailto:Ken.Churchill@huntsdc.gov.uk">Ken.Churchill@huntsdc.gov.uk</a>
Councillor D B Dew	- Executive Councillor for Leisure	4 Weir Road Hemingford Grey Huntingdon PE28 9EH Tel: 01480 469814 E-mail: <a href="mailto:Douglas.Dew@huntsdc.gov.uk">Douglas.Dew@huntsdc.gov.uk</a>
Councillor C R Hyams	- Executive Councillor for Operational and Countryside Services	22 Bluegate Godmanchester Huntingdon Cams PE29 2EZ Tel: 01480 388968 E-mail: <a href="mailto:Colin.Hyams@huntsdc.gov.uk">Colin.Hyams@huntsdc.gov.uk</a>

Councillor A Hansard	- Executive Councillor for Resources and Policy	78 Potton Road Eynesbury St Neots PE19 2NN Tel: 01480 388942 E-mail: <a href="mailto:Andrew.Hansard@huntsdc.gov.uk">Andrew.Hansard@huntsdc.gov.uk</a>
Councillor Mrs D C Reynolds	- Executive Councillor for Housing and Public Health	17 Virginia Way St Ives PE27 6SQ Tel: 01480 388935 E-mail: <a href="mailto:Deborah.Reynolds@huntsdc.gov.uk">Deborah.Reynolds@huntsdc.gov.uk</a>
Councillor T V Rogers	- Executive Councillor for Finance and Environment	Honeysuckle Cottage 34 Meadow Lane Earith Huntingdon PE28 3QE Tel: 01487 840477 E-mail: <a href="mailto:Terence.Rogers@huntsdc.gov.uk">Terence.Rogers@huntsdc.gov.uk</a>

Any person who wishes to make representations to the decision maker about a decision which is to be made may do so by contacting Mrs Helen Taylor, Senior Democratic Services Officer on 01480 388008 or E-mail: [Helen.Taylor@huntsdc.gov.uk](mailto:Helen.Taylor@huntsdc.gov.uk) not less than 14 days prior to the date when the decision is to be made.

The documents available may be obtained by contacting the relevant officer shown in this plan who will be responsible for preparing the final report to be submitted to the decision maker on the matter in relation to which the decision is to be made. Similarly any enquiries as to the subject or matter to be tabled for decision or on the availability of supporting information or documentation should be directed to the relevant officer.

Roy Reeves  
Head of Administration

Notes:- (i) Additions/significant changes from the previous Forward are annotated \*\*\*

(ii) For information about how representations about the above decisions may be made please see the Council's Petitions Procedure at <http://www.huntsdc.gov.uk/NR/rdonlyres/3F6CFE28-C5F0-4BA0-9BF2-76EBAE06C89D/0/Petitionsleaflet.pdf> or telephone 01480 388006

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Consultation	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Proposals for Riverside Park	Cabinet	12 Mar 2009	Draft Proposals for Riverside Park	Richard Probyn, Planning Policy Manager Tel No. 01480 388430 or email - Richard.Probyn@huntsdc.gov.uk	Approve following consultation with other key stakeholders	P L E Bucknell	Service Support

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Consultation	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Local Investment Framework	Cabinet	12 Mar 2009	Core Strategy	Richard Probyn, Planning Policy Manager Tel No 01480 388430 or email Richard.Probyn@huntsdc.gov.uk	Adopt as delivery mechanism for Core Strategy	P L E Bucknell	Service Support
Capital Grant Aid Awards	Grants	12 Mar 2009	None	Dan Smith, Community Initiatives Manager Tel No 01480 388377 or email Dan.Smith@huntsdc.gov.uk	Copy of the report made available to all Members prior to meeting	Mrs D C Reynolds and T V Rogers	Service Delivery
Structure Review Working Group - Findings	Cabinet	12 Mar 2009	Previous Working Group Papers	Roy Reeves, Head of Administration Tel No 01480 388003 or email Roy.Reeves@huntsdc.gov.uk	Members	K Churchill	Service Delivery Service Support
Great Fen Collaboration Agreement	Cabinet	12 Mar 2009	None	Malcolm Sharp, Director of Operational Services Tel No 01480 388301 email - Malcolm.Sharp@huntsdc.gov.uk		P L E Bucknell	Service Support
St. Ives Environmental Improvements	Cabinet	12 Mar 2009	None.	Paul Jose, Head of Environmental Management Tel No 01480 388332 email - Paul.Jose@huntsdc.gov.uk	Interested parties	T V Rogers	Service Support
St. Neots Market Town Strategy	Cabinet	12 Mar 2009	St. Neots Market Town Transport Strategy	Richard Probyn, Planning Policy Manager Tel No 01480 388430 or email Richard.Probyn@huntsdc.gov.uk	Approve for adoption having followed consultation with the public and statutory bodies	P L E Bucknell	Service Support

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Consultation	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Master Plan for land Formerly East of Sapley Square, Oxmoor	Cabinet	2 Apr 2009	Draft Issues and Options Document	Richard Probyn, Planning Policy Manager Tel No 01480 388430 or email Richard.Probyn@huntsdc.gov.uk	Approve for adoption as informal planning guidance	P L E Bucknell	Service Support
Draft Planning Contributions Supplementary Planning Document	Cabinet	23 Apr 2009	Huntingdonshire Development Plans	Richard Probyn, Planning Policy Manager Tel No 01480 388430 or email Richard.Probyn@huntsdc.gov.uk	Approve for Consultation	P L E Bucknell	Service Support
Land Adjacent to - the Grand Cinema, Ramsey	Cabinet	23 Apr 2009	Report to Cabinet - 7th June 2007	Keith Phillips, Estates and Property Manager Tel No 01480 388260 or email Keith.Phillips@huntsdc.gov.uk		A Hansard	Service Support
Lettings Policy Review	Cabinet	23 Apr 2009	HDC Lettings Policy: Allocation of Accommodation: Choice Based Lettings - Code of Guidance for Local Housing Authorities, CLG August 2008	Jon Collen, Housing Needs and Resources Manager Tel No 01480 388220 email - Jon.Collen@huntsdc.gov.uk		Mrs D C Reynolds	Service Delivery
New Industrial Units, Caxton Road, St. Ives	Cabinet	23 Apr 2009	None.	Keith Phillips, Estates and Property Manager Tel No 01480 388260 email - Keith.Phillips@huntsdc.gov.uk	Not applicable	A Hansard	Service Support

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Consultation	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
To adopt Somersham Conservation Area Boundary Changes and Character Statement	Cabinet	23 Apr 2009	Draft Consultation Document	Richard Probyn, Planning Policy Manager Tel No. 01480 388430 or email - Richard.Probyn@huntsdc.gov.uk	Approve changes for adoption having followed consultation with the public and statutory bodies	P L E Bucknell	Service Support
Huntingdon West Area Action Plan Preferred Options	Cabinet	23 Apr 2009	Issues and Options Report and Summary of Representations	Richard Probyn, Planning Policy Manager Tel No. 01480 388430 or email - Richard.Probyn@huntsdc.gov.uk	Approve for Consultation	P L E Bucknell	Service Support
Great Fen Masterplan	Cabinet	23 Apr 2009	None	Malcolm Sharp, Director of Operational Services Tel No 01480 388301 or email Malcolm.Sharp@huntsdc.gov.uk	Consultation process in preparation.	P L E Bucknell	Service Support
Leisure Facilities Strategy	Cabinet	23 Apr 2009	Leisure Facilities Strategy	Ms J Peadon, Leisure Development Manager Tel No 01480 388048 or email Jo.Peadon@huntsdc.gov.uk		D B Dew and L M Simpson	Service Delivery
A14 Statutory Orders Consultations	Cabinet	18 Jun 2009	None.	Richard Probyn, Planning Policy Manager Tel No 01480 388430 or email Richard.Probyn@huntsdc.gov.uk	Endorse HDC's position on the orders	P L E Bucknell	Service Support

This page is intentionally left blank

## **OVERVIEW AND SCRUTINY PANEL (SERVICE DELIVERY)**

**3<sup>RD</sup> MARCH 2009**

### **PROVISION OF LEISURE FACILITIES FOR YOUNG PEOPLE (Report by the Service Development Manager)**

#### **1. INTRODUCTION**

- 1.1 At the meeting of the Overview And Scrutiny Panel (Service Delivery) held in the Council Chamber on Tuesday, 2 December 2008, Members request information about leisure facilities for young people provided and maintained by Huntingdonshire District Council's Operations Division.
- 1.2 This report provides information on the free to use facilities available to young people.

#### **2. PLAY EQUIPMENT AND SKATEBOARD RAMPS**

- 2.1 Huntingdonshire District Council owns and maintains 26 play areas and 2 skate board ramps on land it owns.
- 2.2 The District Council also maintains 5 skate board ramps located on town or parish council land.
- 2.3 The Operations Division also maintains 5 play areas for Ramsey Town council through its grounds maintenance partnership agreement. Ramsey Town Council pays for this service.
- 2.4 Where there are District Council facilities located on parish or town council land, these are long standing arrangements made in conjunction with the relevant authority. They were arranged to enable the provision of a facility where the District Council had insufficient suitable land of its own
- 2.5 Facilities located on third party land are by prior arrangement i.e. before construction as they need to include adequate provision for future inspection and maintenance.
- 2.6 Tables 1 and 2 in appendix A lists the locations and other details of the facilities in this section.
- 2.7 The officers of the Operations Division routinely work with town and parish councils to utilise s106 funds for the provision of play facilities on their land. These sites are in the ownership of the third tier authority.

### **3. OPENS SPACE FACILITIES**

- 3.1 The Operations Divison maintains parks and public open spaces all of which provide opportunities for young people to use for leisure.
- 3.2 Grass football pitches exist at Priory Park, St. Neots and Sapley Playing fields, Huntingdon. Although these pitches exist for organised football, young people do use these free of charge for ad-hoc games.
- 3.3 Trim trails are located at Priory Park St. Neots and Hinchingbrooke Countryside Park Huntingdon.


### **4. RECOMMENDATIONS**

- 5.1 Members are recommended to note the content of this report.

### **BACKGROUND INFORMATION**

None

**Contact Officer: John Craig, Service Development Manager**

** 01480 388638**



Appendix A  
Table 1

Type	Site	Town/ Village	Age Range	Land Responsibility	Who inspects	Who Maintains	Comments
Play Area	Moorhouse Drive	Huntingdon	3-12yrs	HDC	HDC	HDC	
Play Area	Riverside	Huntingdon	3-12yrs	HDC	HDC	HDC	
Play Area	Maryland Ave	Huntingdon	6-12yrs	HDC	HDC	HDC	
Play Area	Beech Close	Huntingdon	6-12yrs	HDC	HDC	HDC	
Play Area	Mayfield Crescent	Huntingdon	3-12yrs	HDC	HDC	HDC	
Play Area	Garner Court	Huntingdon	3-12yrs	HDC	HDC	HDC	
Play Area	Rydal Close	Huntingdon	6-16yrs	HDC	HDC	HDC	
Play Area	Bevan Close	Huntingdon	3-12yrs	HDC	HDC	HDC	
Play Area	Countryside Park	Huntingdon	Various ages	HDC	HDC	HDC	
Play Area	Coneygear Park	Huntingdon	Various ages	HDC	HDC	HDC	
Play Area	Pause & Play (Hawthorn House)	Huntingdon	3-6yrs	HDC	HDC	HDC	
Play Area	Pause & Play (Oakland House)	Huntingdon	3-6yrs	HDC	HDC	HDC	
Play Area	The Whaddons	Huntingdon	3-6yrs	HDC	HDC	HDC	

Play Area	Parkway	Huntingdon	3-6yrs	HDC	HDC	HDC	
Play Area	Flamstead Drive	Huntingdon	3-12yrs	HDC	HDC	HDC	
Play Area	Sapley Playing Fields	Huntingdon	3-12yrs	HDC	HDC	HDC	
Play Area	Crocus Way	Yaxley	3-12yrs	HDC	HDC	HDC	
Play Area	Priory Park	St Neots	3-16yrs	HDC	HDC	HDC	
Play Area	Weston Court	St Neots	4-6yrs	HDC	HDC	HDC	
Play Area	Coneygere	St Neots	4-8yrs	HDC	HDC	HDC	
Play Area	Riverside (Bowls Club)	St Neots	3-12yrs	HDC	HDC	HDC	
Play Area	Riverside (Ambience Café)	St Neots	3-12yrs	HDC	HDC	HDC	
Play Area	Riverside (Rocket Park)	St Neots	3-16yrs	HDC	HDC	HDC	
Play Area	Henbrook	St Neots	3-12yrs	HDC	HDC	HDC	
Play Area	Maule Close	St Neots	4-6yrs	HDC	HDC	HDC	
Play Area	Hill Rise	St Ives	3-12yrs	HDC	HDC	HDC	

Play Area	Oak Way	Ramsey	3-12yrs	Ramsey TC	HDC	Ramsey TC	Under Ground maintenance partnership agreement
Play Area	Mill Lane	Ramsey	3-12yrs	Ramsey TC	HDC	Ramsey TC	Under Ground maintenance partnership agreement
Play Area	Newtown Green	Ramsey	0-5yrs	Ramsey TC	HDC	Ramsey TC	Under Ground maintenance partnership agreement
Play Area	King George Field	Ramsey	0-14yrs	Ramsey TC	HDC	Ramsey TC	Under Ground maintenance partnership agreement
Play Area	Community Field	Ramsey Forty Foot	3-12yrs	Ramsey TC	HDC	Ramsey TC	Under Ground maintenance partnership agreement

Table 2

Type	Site	Town/ Village	Age Range	Land Responsibility	Who inspects	Who Maintains	Comments
Skate Park	Riverside	St Neots	N/A	HDC	HDC	HDC	
Skate Park	Hill Rise	St Ives	N/A	HDC	HDC	HDC	
Skate Park	Middleton Field	Yaxley	N/A	Yaxley PC	HDC	HDC	PC provided land
Skate Park	Norwood Playing Field	Somersham	N/A	Somersham PC	HDC	HDC	PC provided land
Skate Park	Causeway	Great Staughton	N/A	Staughton PC	HDC	HDC	PC provided land
Skate Park	East Perry	Perry	N/A	Perry PC	HDC	HDC	PC provided land
Skate Park	Thrapston Road	Brampton	N/A	Brampton PC	HDC	HDC	PC provided land
Skate Park	St Judiths Field	Godmanchester	N/A	Godmanchester TC	HDC	HDC	Replacement for vandalised ramp required

**OVERVIEW & SCRUTINY  
SERVICE DELIVERY PANEL**

**3rd March 2009**

**OVERVIEW & SCRUTINY  
SERVICE SUPPORT PANEL**

**10th March 2009**

**PERFORMANCE MONITORING  
(Report by the Head of Policy and Strategic Services)**

**1. INTRODUCTION**

- 1.1 The purpose of this report is to present to Members performance management information on "Growing Success" – the Council's Corporate Plan.

**2. BACKGROUND INFORMATION**

- 2.1 In September 2008 the Council adopted an updated Plan which includes 37 short, medium and long term objectives to help achieve aims and ambitions for Huntingdonshire's communities and the Council itself. In addition the Council identified eight of these objectives which were considered to be a priority for the immediate future.

**3. PERFORMANCE MANAGEMENT**

- 3.1 Progress against all 37 objectives is reported to Chief Officers Management Team quarterly on a service basis. A progress report from each Division includes performance data in the form of achievement against a target for each of the objectives that those services contribute towards. This is supported by narrative on achievements, other issues or risks and budgeting information. In addition, a working group jointly appointed by the Panels continues to meet quarterly to monitor progress in the achievement of the Plan and to consider development issues.
- 3.2 Members of the Overview & Scrutiny Panels have an important role in the Council's Performance Management Framework and the process of regular review of performance data has been established. In adopting the updated version of Growing Success, and in particular in prioritising objectives, it was intended that Members should concentrate their monitoring on a small number of objectives to enable them to adopt a strategic overview while building confidence that the Council priorities are being achieved.
- 3.3 Members of the Panels will also find broader performance information of help to them in undertaking their review and scrutiny functions. This information can be provided on a regular or ad-hoc basis.
- 3.4 The priority objectives have been allocated between Panels as follows:

<b>Service Support</b>	<b>Service Delivery</b>
To promote development opportunities in and around the market towns	To help mitigate and adapt to climate change
Effective Partnership	To enable the provision of affordable housing
To be an employer people want to work for	To achieve a low level of homelessness
Maximise business and income opportunities including external funding and grants	To promote active lifestyles

#### **4. PERFORMANCE MONITORING**

4.1 The following performance data is appended for consideration:

**Annex A** - a summary of achievements, issues and risks relating to the objectives identified by the Heads of Service.

**Annex B** - Performance data from services which contribute to the Council objectives. For each measure there is a target, actual performance against target, forecast performance for the next period and a comments field. The data is colour coded as follows:

- green – achieving target or above;
- amber – between target and an “intervention level (the level at which performance is considered to be unacceptable and action is required);
- red – the intervention level or below; and
- grey - data not available

#### **5. RECOMMENDATION**

5.1 Members are recommended to;

Consider the results of performance for priority objectives and to comment to Cabinet as appropriate.

#### **BACKGROUND INFORMATION**

Performance Management reports produced from the Council’s CPMF software system

Growing Success: Corporate Plan

**Contact Officer:**

**Howard Thackray, Policy & Research Manager**

**☎ 01480 388035**

Objective		Comments from appropriate Head of Service
To help mitigate and adapt to climate change	Achievements:	<p>Environment Management are working in partnership with the County and other Districts to produce a <b><u>Local Climate Impact Profile</u></b>. This document will <b>highlight climatic threats to the District including floods and warmer weather events that can impact on service delivery</b>. It should then be used to provide a platform for costing the impact of such events for the Council.</p> <p><b><u>Private housing retrofit project on track</u></b> The project aims to <b>encourage the installation of energy efficiency measures and renewable technologies in private properties</b> in the District. The first property on St Audrey's Lane St Ives has been purchased (modest detached for £190k in a high profile position opposite Toyota Garage and Crossways church at Junction of Ramsey Rd). An offer for the second property, a modest detached off Cambridge Rd, St Neots has been accepted, £134k. <i>The measures to be put in place for the properties to address energy measures to contribute to mitigating and adapting to climate change are being undertaken in partnership with the Building Research Establishment at Watford (nationally/internationally acknowledged lead in this field).</i></p> <p><b><u>HDC Carbon Management Programme</u></b> to identify big hits for carbon reduction well established: <i>have identified 22 projects across the Council which can deliver a 16% reduction in carbon emissions</i></p> <p><b><u>Active campaign/promotion/event programme</u></b> being established by Environment Team etc to highlight measures to mitigate and adapt to climate change. This includes monthly features in Hunts Post, features in District Wide etc as well as other features/events locally.</p>
	Issues:	<p><b><u>Local Climate Impact Profile</u></b> may reveal significant costs for the Council or that we are actually well placed in tackling /addressing issues in this area.</p> <p><b><u>Private housing retrofit project on track</u></b> Tight timetable from April to December to undertake programme and refurbish the properties: St Audreys Lane property proposed to have a modest 1 bed low carbon extension that will require us to apply for planning permission.</p> <p><b><u>HDC Carbon Management Programme</u></b> Overall long term aspirational target of 30% and may be difficult to achieve.</p>
	Risks:	<p><b><u>Local Climate Impact Profile</u></b> led by County so may not have sufficient HDC focus.</p> <p><b><u>Private housing retrofit project on track</u></b> a risk that the property fails to get planning permission.</p> <p><b><u>HDC Carbon Management Programme</u></b> Whilst many projects are/will be spend to save they will still require approval/ funding. Carbon Trust only provide support for year 1 of programme and this could lead to difficulties in identifying the further 14% of emission reductions. Only a modest number of the 22 projects currently identified are funded, however this should not be a major issue as it is a 5 year</p>

		programme. Biggest single hit will be the installation of CHP (combined heat and power) boilers at leisure centres as undertaken already at Huntingdon.
To promote active lifestyles	Achievements:	<p>Specific provision for leisure activities for &lt;17years: 4080 sessions to end-December. Target to date = 2513 (annual target already exceeded).</p> <p>Specific provision for vulnerable people: 16056 throughput to end-December. (annual target already exceeded).</p> <p>Leisure Centres - visits total 1.29 m (56k more than 07-08).  Over 18,000 current card holders.  Over 3,000 children's swim lessons per week.  Over 12,000 Impressions Members.  193,000 Fitness studio users.  4,000 visitors to HLC Fun Zone in first 6 weeks.  Investment in facilities reaping rewards (SNLC Pool, HLC internal development).</p>
	Issues:	<p>Leisure Centres - Staffing Re-structure completed.  County Agreements being re-negotiated.  Free swims for Over 60's from April.  Free swims for Under 17's not proceeding.</p>
	Risks:	<p>Community Sports Network funded by Sport England Lottery Fund until summer 09; changes to national funding policy will mean it is more difficult to extend funding beyond this.</p> <p>Leisure Centres - Credit crunch affects centre income.</p>
To achieve a low level of homelessness	Achievements:	<p>82 households were prevented from becoming homeless in Q3 of the year, compared to 41 in the same period last year (total of 211 households where homeless prevented in Q1-Q3 compared to 109 for the same period the previous year).</p> <p>Whilst not an achievement, an important indicator is that 35 households were accepted as homelessness in Q3 compared to 30 in the same period last year (total of 126 households accepted as homeless in Q1-Q3 compared to 105 from the same period the previous year).</p> <p>A reduction in the number of households in temporary accommodation, from 77 households at the start of the quarter to 68 at the end.</p>
	Issues:	<p>Axiom HA has identified a property to be attached to Paines Mill Foyer in St Neots as move on accommodation to free up 2 units in the scheme to be used as 'crash pad' emergency beds. This is to mitigate young people being placed in otherwise inappropriate forms of temporary accommodation. Property being purchased through LAA Reward Grant funding and to be in use by April/May 2009.</p> <p>Conclusion of the review of the Register's new priority 'banding' system to ensure that it does not have an impact on the prevention of homelessness or restrict homeless households from moving on from temporary accommodation. To feed into a full review of Home-Link that will be carried out within 12 months of it being launched. This review will be carried out sub regionally with a report going to</p>



		Management Board in Feb/March 2009.
	Risks:	National and/or local economic factors have increased demand for our services but demand may increase further.
To enable the provision of affordable housing	Achievements:	129 affordable homes were completed during the Q. bringing the cumulative total to 191. This is a beneficial step change in provision.
	Issues:	Prepare for Local Development Framework examination. Respond to affordable housing market opportunities from developers and RSLs.
	Risks:	Lack of funding available from the Homes and Communities Agency for new affordable housing via the bidding process (all schemes compete for a limited budget).

**SERVICE DELIVERY (up to 31st December 2008)**

**ANNEX B**

Community/Council Aim: A Clean, Green and Attractive place						
Objective: To help mitigate and adapt to climate change						
Division: Planning						
Divisional Objective: To encourage sustainable forms of development						
Key activity(s) only to deliver service objective	Key Measure	Target:	Actual	Fore cast		Comments:
Include sustainable policies within LDF (to set a sustainable policy framework)	Core Strategy – Adherence to LDF timetable, on target to be adopted by August 2009 (1=Yes, 0=No)	1	1	1	↔	Examination in public expected March 09 Qrt
Division: Environmental Management						
Divisional Objective: To Lower Carbon Emissions						
Key Activity(s) only to deliver service objective:	Key Measure:	Target:	Actual	Fore cast		Comments:
Complete an annual review & update of Growing Awareness a plan for our environment & ensure that the MTP funding is committed by the Council to deliver on going carbon dioxide reduction	Year 1 actions identified in Environment Strategy on target (1=Yes, 0=No)	1	1	1	↔	Qrt
Identify areas of joint working with stakeholders to help deliver aims of Growing Awareness.	HSP Environment Forum to meet at least twice annually (1=Yes, 0 = No)	1	1	1	↔	Environment Forum to be reconvened with next meeting on 27.01.09. Further dates agreed for the coming financial year, 09.06.09, 22.09.09 & 01.12.09 Qrt
Identify opportunities to reduce CO2 emissions from the Council's own operations	Production of HDC Carbon Management Plan by 31st March 2009 (on target 1=Yes, 0 = No)	1	1	1	↔	Draft Carbon Management Plan prepared by 1st December 2008. Finalised plan to be presented to Cabinet in March 09 before presentation to the Carbon Trust. Qrt
	On target (1=Yes, 0=No) to achieve a 6% carbon saving from council estate.(cumulative quarterly measure)	1	1	1	↔	Baseline CO2 production for 2007 has been established, Carbon Management Plan to be in place by 31st March 2009, will include a target for reducing the Council's Carbon emissions by 30% over five years, with year on year reductions identified Qrt
Oversee the implementation of the Environment Strategy projects	% of Environment Strategy Year 1 projects on target	75	78	75	↑	Year one funded Environment Strategy Projects seven out of nine on Track Qrt
Promote energy efficiency and use of renewable energy to householders	Number of tonnes of CO2 saved through installation of energy efficiency measures and renewables in domestic properties (cumulative quarterly measure)	50	198		↑	Contributing schemes include: Warmer Homes for Life, British Gas Rebate scheme, Solar Hot Water Scheme Free insulation for Pensioners Cumulative figures to date for the first three quarters of the financial year 49 homes with Cavity wall Insulation Qrt

						99 Homes with loft insulation 7 Homes with Solar Hot Water and a total of 125 homes in the district were improved by these insulation measures This saved 198.6 Tonnes of CO2	
Promote Energy Efficiency to householders through the Warmer Homes For Life Scheme	% of applications for loft and Cavity Wall Insulation received under the scheme replied to within 5 working days	95	100	95	↑	All 158 enquiries received for the Warmer Homes for Life scheme between 01/10/08 and 31/12/08 were responded to within 5 working days.	Qrt
Retro fit project - procurement of Housing stock	Retro fit project - procurement of Housing stock by March 09 (on target 1 = Yes, 0 = No)	1	1	1	↔	First property (3 Bedroom 1970s Detached) is in the process of being purchased. Second property still to be agreed and purchased.	Qrt
Undertake risk-based assessment of current vulnerabilities to weather and climate changes and identify adaptation responses	Local risk based assessment complete by Sept 09 to achieve level 1 of NI188 on target (1=Yes, 0 = No)	1	1	1	↔	Local Climate Impacts Profile(LCLIP) being undertaken in February - March 09 as part of County wide approach to assessing the impact on services on severe weather events. This study will then inform the preparation of a local risk assessment in association partners.	Qrt
Update existing and extend Travel Plans to all of the Council's employment sites and implement to achieve a modal shift away from single occupant car use	% of council employees travelling alone to work by car (previously 65%)	65				Annual measure data to follow	Yrl
<b>Community/Council Aim: Healthy Living</b>							
<b>Objective: To Promote healthy lifestyle choices</b>							
<b>Division: Leisure</b>							
<b>Divisional Objective: To Increase participation in healthy physical activities</b>							
<b>Key Activity(s) only to deliver service objective:</b>	<b>Key Measure:</b>	<b>Target:</b>	<b>Actual</b>	<b>Fore cast</b>		<b>Comments:</b>	
Maintain and improve standard of facilities and match facility provision with usage demand.	Number of admissions/participants in activities provided or promoted by the Council (1.75m per annum) cumulative quarterly target)	1,277,500	1,290,000		↑	Previous qrt 872,809 (less than target)	Qrt
Promotion and marketing of available activities	Number of active card holders by March 08	18,400	18,341		↔	Previous qrt 18455 (less than target)	Qrt
<b>Division: Lifestyles</b>							
<b>Divisional Objective: To promote healthy lifestyle choices</b>							
<b>Key Activity(s) only to deliver service objective:</b>	<b>Key Measure:</b>	<b>Target:</b>	<b>Actual</b>	<b>Fore cast</b>		<b>Comments:</b>	
Provide a range of accessible leisure opportunities such as: a Holiday Activity Programme for <17 yrs (SCS measure)	Total throughput of school, outreach and holiday activity Programmes (cumulative quarterly target)	2513	4080		↑		Qrt
Provide and facilitate arts activities directly and in partnership	Throughput of people (target 8500 per ann) experiencing arts interventions as a result of Arts Service and Partner activities during 2008/09 (cumulative quarterly target)	8250	8973		↑		Qrt
Provide targeted schemes to enable vulnerable people to participate in physical leisure activities (inc	Throughput on identified schemes (cumulative quarterly target)	11625	16056		↑		Qrt

Exercise Referral, Community Sports and Recreation Project, Community Sports Network and Active Life scheme.) (SCS measure 2.1.5)						
Provide under-represented groups with the opportunity to participate in sport and active recreation (SCS measure)	Total throughput of activity programme for disabled participants and under-represented groups (cumulative quarterly target)	1050	1436		↑	Qrt
Support vulnerable people to be more active, Cardiac Rehabilitation programme and Health walks	Total throughput of the Cardiac Rehabilitation programme and Health walks in Huntingdonshire (cumulative quarterly target)	5400	6792		↑	Qrt
<b>Community/Council Aim: Housing that meets the local need</b>						
<b>Objective: To achieve a low level of homelessness</b>						
<b>Division: Housing</b>						
<b>Divisional Objective: To achieve a low level of homelessness</b>						
<b>Key Activity(s) only to deliver service objective:</b>	<b>Key Measure:</b>	<b>Target:</b>	<b>Actual</b>	<b>Fore cast</b>		<b>Comments:</b>
By helping to prevent people from becoming homeless by housing homeless people where appropriate	Numbers of households (135) prevented from becoming homeless each year to 2009 (cumulative quarterly target)	135	211		↑	Achieving this target will be heavily influenced by external factors such as the 'credit crunch' and mortgage
	(NI 156) No. of households living in temporary accommodation	64	68	64	↑	Achieving this target will be heavily influenced by external factors such as the 'credit crunch' and mortgage repossessions.
<b>Community/Council Aim: Developing communities sustainably</b>						
<b>Objective: To enable the provision of affordable housing</b>						
<b>Division: Housing</b>						
<b>Divisional Objective: To enable the provision of affordable housing</b>						
<b>Key Activity(s) only to deliver service objective:</b>	<b>Key Measure:</b>	<b>Target:</b>	<b>Actual</b>	<b>Fore cast</b>		<b>Comments:</b>
By maximising the land available for new affordable housing. By working in partnership with Housing Associations to bid for external funding. By making a financial contribution to pay for affordable homes to be built	(NI 155) Number of new affordable homes built by March 2009 (cumulative quarterly target)	191	191	286	↑	The great majority of the completions are scheduled for the final 2 quarters. The "credit crunch" has affected some of the delivery of the socially rented units, but we remain on track to deliver to target in Q4.
<b>Division: Planning</b>						
<b>Divisional Objective: Maximise provision of affordable housing on relevant development sites</b>						
<b>Key Activity(s) only to deliver service objective:</b>	<b>Key Measure:</b>	<b>Target:</b>	<b>Actual</b>	<b>Fore cast</b>		<b>Comments:</b>
Develop Core Strategy and Development Control Policies DPD (to set policy framework)/Adopt Planning Obligations SPD (to set specific targets and thresholds)/Negotiate S106 Agreements (to deliver required amounts of affordable housing)	% of housing completions on qualifying sites that are affordable in market towns and key settlements	40				Annual measure data to follow Previously qrt 29%
	% of housing completions on qualifying sites that are affordable in smaller settlements	29				Annual measure data to follow Previously qrt 29%
	% of affordable housing (commitments) on qualifying sites	35	67		↑	

## **OVERVIEW AND SCRUTINY PANEL (SERVICE DELIVERY)**

**3<sup>RD</sup> MARCH 2009**

### **ADOPTION OF ROADS AND SEWERS (Report of the Working Group)**

#### **1. INTRODUCTION**

- 1.1 At its last meeting, the Overview and Scrutiny Panel (Service Delivery) received a report by the Adoption of Roads and Sewers Working Group outlining their preliminary findings. The purpose of this report is to provide a further update and to acquaint the Panel with the outcome of a recent meeting of the Working Group.

#### **2. BACKGROUND**

- 2.1 The Adoption of Roads and Sewers Working Group met on 24<sup>th</sup> February 2009, when Councillors M F Shellens and J S Watt were present. Owing to his interests in the study, and in light of his previous employment as a builder, Councillor R S Farrer was in attendance at the meeting.
- 2.2 The District Council's Head of Legal and Estates and Communications and Marketing Manager had been invited to attend the meeting to assist the Working Group with their investigations. The Head of Legal and Estates had attended the meeting to discuss concerns previously identified regarding the limited availability to councils of powers through which to drive through the completion of the adoption process. The Communications and Marketing Manager attended to present to Members options for raising the profile of the Government's intention to transfer responsibility for privately owned sewers and lateral drains in England to the statutory water and sewerage authorities and to publicise the need for prospective house buyers to pay sufficient regard to this important issue.

#### **3. WORKING GROUP INVESTIGATIONS**

- 3.1 The Head of Legal and Estates has acquainted the Working Group with the legal provisions in existence in respect of the adoption of both sewers and roads. In his view these provisions are adequate to ensure the adoption process is completed. Following enquiries with local Solicitors on conveyancing practice, the Head of Legal and Estates Working Group has advised that, during the purchasing process, purchasers and mortgage providers are made aware of the status of the roads and sewers serving properties and of their financial liabilities for paying for drainage and road repairs on estates that have not been adopted. Providing the relevant agreement between developer and responsible body is in place, mortgage providers would not be expected to have any concerns over future liability for maintenance of roads or sewers. Where mortgage providers have concerns, retentions are still used, but usually only where there is no bond in place. The Head of Legal and Estates has further advised that insurance indemnity should be available against future liability in these areas.
- 3.2 After discussion on whether there are variations in the advice provided by solicitors, the Working Group has taken up a suggestion that they should attempt to speak to a representative of the local branch of the Law Society. The intention would be to clarify best practice and establish whether there are

any steps that can be taken to ensure the status of roads and sewers is thoroughly followed up during conveyancing.

- 3.3 From the perspective of developers, it was recognised that they would not want to apply the final surface to a road until all construction work had been completed. Yet it was not easy to identify why they would not want to absolve themselves of liability for future maintenance by ensuring completion of the adoption process. It has been speculated elsewhere that this is because of the difference between the construction specifications for Building Control purposes and the standards required for adoption. The latter are higher and are not a statutory requirement.
- 3.4 The Working Group has discussed ideas for providing improved and clearer information via the Land Charges and Land Registration systems. These may be pursued further at the next meeting. Other matters discussed include:
- The planning system generally cannot be used to impose conditions on adoption when other legislation exists through which a matter can be pursued;
  - There would not be a significant cost involved in calling-in a bond;
  - Owners are usually responsible for the maintenance of land and, therefore, for ensuring that they are safe; and
  - Proposals that have previously been reported concerning the adoption of sewers, should mean that a common barrier to the adoption of roads has been removed and that the road adoption process will be expedited in the future.
- 3.5 The Communications and Marketing Manager has discussed a number of options available, which might assist the Working Group to achieve their aspirations in terms of raising the consciousness of the various parties affected by the non-adoption of roads and sewers and ensure that, where necessary, appropriate action is taken. These include the Council's website, District Wide, the local press and briefings for Councillors. More detailed proposals for communicating the study findings will be considered at the Working Group's next meeting.

#### **4. CONCLUSION AND RECOMMENDATION**

- 4.1 The Adoption of Roads and Sewers Working Group is continuing to progress well with their investigations and is nearing completion of their study. The Panel, therefore, is

RECOMMENDED

to note the contents of the report.

#### **BACKGROUND INFORMATION**

Minutes and Reports of the Overview and Scrutiny Panel (Service Delivery) held on 3<sup>rd</sup> February 2009.

Notes of the meetings of the Adoption of Roads and Sewers Working Group.

**Contact Officer: Miss H Ali, Democratic Services Officer 01480 388006**

Panel Date	Decision	Action	Response	Date for Future Action
<b>6/01/09</b>	<p><b><u>Disability Access</u></b></p> <p>Final report endorsed for submission to the Cabinet.</p>	Submitted to Cabinet on 29/01/09.	Recommendations endorsed by Cabinet. Members requested a progress report to be submitted to the Panel in six months time.	<b>1/09/09</b>
<b>5/12/06</b>	<p><b><u>Adoption of Roads and Sewers</u></b></p> <p>Study to be undertaken into the processes and procedures involved with the adoption of roads and sewers.</p>	Information requested.	Scoping report to be submitted to a future meeting.	
<b>5/06/07</b>	Report deferred to next meeting.	Meeting to be arranged.	Representative of the Anglian Water to be invited to attend a future meeting to discuss the study.	
<b>3/07/07</b>	Working Group established comprising Councillors J D Ablewhite, D A Giles, Mrs C A Godley and P K Ursell, to undertake a review on the process of adopting estate roads and sewers with an aim to put measures in place that will streamline the process and make the procedures more transparent, initially by an investigation of introducing a District-wide register of un-adopted roads and sewers. Working Group held meeting with the Principal Building Control		First meeting held on 22/10/07.	

Panel Date	Decision	Action	Response	Date for Future Action
	<b><u>Adoption of Roads and Sewers (Cont.)</u></b>			
<b>4/12/07</b>	Officer. Further meeting to be held with Head of Planning Services, Projects and Assets Manager and representatives Highway authority.	Meeting arranged.		
<b>5/02/08</b>	Councillor Mrs P A Jordan appointed onto the Working Group in place of the late Councillor Mrs C A Godley.	Meeting held on 11/04/08.		
<b>4/03/08</b>	Owing to their interests in the study, Councillors M F Shellens and J S Watt were appointed on to the Working Group.	Meetings held on 24/07/08 and 16/12/08.		
<b>03/02/08</b>	Working Group met with the Head of Planning Services and a representative from the County Council's Highway Development Control Team.	Meeting held on 29/01/09.		
	Information sought from the Head of Legal and Estates and the District Council's Communications and Marketing Manager.	Meeting arranged for 24/02/09.		
<b>5/12/06</b>	<b><u>Grant Aid</u></b> Study to be undertaken into the processes in applying for grant aid and			



Panel Date	Decision	Action	Response	Date for Future Action
	<p><b><u>Grant Aid (Cont.)</u></b></p> <p>the effectiveness of grant schemes.</p> <p>Details of all grant schemes requested.</p> <p>Review of Small Scale Environmental Improvement Schemes to be undertaken.</p> <p>Details of all grant schemes considered. With the exception of Shopmobility, the Working Group undertaking the review of the Small Scale Environmental Improvements scheme was requested to examine the schemes' criteria, publicity, application process, officer involvement and approval process.</p>	<p>Information requested.</p> <p>Meeting arranged.</p>	<p>Meeting held on 24/10/07 to plan further study work.</p>	
<p><b>3/4/07</b></p>	<p>Review of Small Scale Environmental Improvements Scheme completed.</p> <p>Working Group awaiting further information on other grant schemes administered by the Council.</p> <p>Details of grant schemes circulated. Meetings to be held with various Heads of Service to discuss capital and revenue grant schemes falling within their remits. Investigations nearing completion.</p>	<p>Meeting held on 1/02/08.</p> <p>Meetings held on 20/03/08, 26/03/08, 7/05/08, 24/07/08 and 24/10/08.</p>		
<p><b>4/12/07</b></p>				

Panel Date	Decision	Action	Response	Date for Future Action
4/11/08	<p><b><u>Grant Aid (Cont.)</u></b></p> <p>Working Group's concluding report considered at Panel meeting and endorsed for submission to the Cabinet.</p>	Submitted to the Cabinet on 29/01/09.	The Cabinet deferred consideration of this item, subject to further investigations being undertaken with the relevant Executive Councillors. Councillor P G Mitchell undertook to pursue this matter directly.	
2/09/08	<p><b><u>Call Centre Monitoring</u></b></p> <p>Following recent changes to the Panel's remit (with effect from 1<sup>st</sup> September 2008), Call Centre Monitoring has now been transferred over from the Service Support Panel to the Service Delivery Panel. Quarterly performance reports to be circulated informally to Members of the Panel (June and November of each year) and an Item included on the Agenda every 6 months in future (February and September of each year). Since the formation of the Customer Service Team in February 2008, quarterly performance reports for the Customer Service Team are now produced, incorporating Call Centre statistics.</p> <p>Requests made for future performance reports to incorporate additional information relating to the number of</p>	Informal report to be circulated electronically to Members in June		2/06/09

Panel Date	Decision	Action	Response	Date for Future Action
	<b><u>Call Centre Monitoring (Cont.)</u></b> unanswered telephone calls received by the Call Centre and the number of enquiries that were not the responsibility of the District Council.	2009.		
	<b><u>ICT Developments</u></b> Remit transferred over from the Service Support Panel in September 2008. Update on Flexible Working Strategy to be received at October Panel meeting. Requests made for ICT Strategy and Web Strategy to be circulated via email to Panel Members as soon as they were available.	Web Strategy circulated on 12/12/08. ICT Strategy circulated 21/01/09.	Presentation received at the Panel's October meeting.	
<b>2/09/08</b>				
<b>07/10/08</b>				
<b>04/11/08</b>				
	<b><u>Future Governance of Hinchingsbrooke Hospital: Consultation Arrangements</u></b> Subject was drawn to the attention of the Panel by the Chairman who requested that the subject should be raised at the Panel meeting, in preparation for the forthcoming consultation on the future governance of Hinchingsbrooke Hospital.			
<b>2/12/08</b>				

Panel Date	Decision	Action	Response	Date for Future Action
6/01/09	<p><b><u>Future Governance of Hinchingsbrooke Hospital: Consultation Arrangements (Cont.)</u></b></p> <p>Dr Stephen Dunn, Hinchingsbrooke Next Steps Project Co-ordinator and Ms Jessica Bawden, NHS Cambridgeshire attended the Panel's January meeting to provide background to the consultation. Advised the Panel that the consultation was likely to commence at some point in the middle of the current calendar year.</p>	Panel to partake in the consultation when it emerges. Matter to be raised at a future Panel meeting.		
2/12/08	<p><b><u>Care Quality Commission</u></b></p> <p>The Panel submitted a response to the Commission's Enforcement Policy. Requested that a representative should be invited to attend a future Panel meeting to deliver a presentation on the work of the Commission and how the document fits into the wider health service framework. Advised that the Commission will not begin operating until 1<sup>st</sup> April 2009.</p>	Invitation to be extended to the Commission in April 2009.		
14/05/08	<p><b><u>Corporate Plan – Growing Success</u></b></p> <p>Councillors Mrs M Banerjee, S J Criswell and P G Mitchell appointed to Corporate</p>	Meetings held in June and July to review the		

Panel Date	Decision	Action	Response	Date for Future Action
02/09/08	<p><b><u>Corporate Plan – Growing Success (Cont.)</u></b></p> <p>Plan Working Group.</p> <p>In considering the Review of Growing Success the Corporate and Strategic Framework Panel decided to extend the Corporate Plan Working Group's remit by requesting it to investigate the cost implications of each priority area identified within the Corporate Plan. A suggestion has been made to invite Heads of Service to a future meeting to discuss their contributions in achieving the Council's objectives.</p>	<p>Corporate Plan.</p> <p>Bi-annual reports to be submitted to Overview and Scrutiny Panels.</p> <p>Financial information to be considered at future Working Group meetings. Meeting held on 26<sup>th</sup> February 2009.</p>	<p>This item appears elsewhere on the Agenda.</p>	3/03/09
6/12/08	<p><b><u>Provision of Leisure Facilities for Young People</u></b></p> <p>Identified as a potential area for study by the Panel. Particular interest expressed on how these facilities are managed and insured and if they were maintained by the District Council.</p>	<p>Request submitted to the Heads of Operations and Environmental Community and Health Services.</p>	<p>This item appears elsewhere on the Agenda.</p>	03/03/09

Panel Date	Decision	Action	Response	Date for Future Action
2/12/08	<p><b><u>Recycled Materials</u></b></p> <p>Requested for a scoping report to be submitted on trends in the value of recycled materials.</p>	Request submitted with the Head of Operations.	The matter has been acknowledged by the Head of Operations. Update to be received by Panel at their April meeting.	7/04/09
4/11/08	<p><b><u>Forward Plan</u></b></p> <p><b>Older Persons Housing Strategy Update</b></p> <p>Requested that the report should be considered at a future Panel meeting.</p>		Due to appear before the Panel at their April 2009 meeting.	7/04/09
6/01/09	<p><b>Structure Review Working Group Findings</b></p> <p>Requested that the report should be considered at a future Panel meeting.</p>		Due to appear before the Panel at their April 2009 meeting.	7/04/09
3/02/09	<p><b>Leisure Facilities Strategy</b></p> <p>Requested that the report should be considered at a future Panel meeting.</p>		Due to appear before Panel in April 2009.	7/04/09
3/02/09	<p><b>St Ives Environmental Improvements</b></p> <p>For continuity, this item will be appearing before the Panel at a future meeting.</p>		Due to appear before Panel in April 2009.	7/04/09

Panel Date	Decision	Action	Response	Date for Future Action
	<p><b><u>Forward Plan (Cont.)</u></b></p> <p><b>Lettings Policy Review</b></p> <p>Councillor Mrs M Banerjee undertook to investigate the background to this item with a view to deciding whether it should be considered by the Panel at a future meeting.</p>	<p>Investigations made. Concluded that the report should appear before the Panel.</p>	<p>Due to appear before the Panel in April 2009.</p>	<p>7/04/09</p>

This page is intentionally left blank





## Decision Digest

Edition 92

**Monthly summary of the decisions taken at meetings of the Council, Cabinet, Overview & Scrutiny and other Panels for the period 28th January to 27th February 2009.**

### **REVIEW OF CENTRAL SERVICES DIRECTORATE**

The Employment Panel has endorsed a new staffing structure for the Central Services Directorate. The revised structure reflects the outcome of a recent review of the Directorate and is intended to address a number of staffing matters, together with new opportunities which have arisen following the appointment of a new Director of Central Services.

In approving the proposals, the Panel was pleased to note that the review had produced significant savings towards the Council's overall targets. The initial findings of the review of the Democratic Structure Working Group also have been taken into consideration.

Having noted that the revised structure provides for the establishment and re-designation of a number of posts in the Directorate, including the deletion of the Head of Human Resources and Payroll Services, the Employment Panel has also approved the procedures for appointments to these posts with immediate effect. At the same time, the Panel has agreed to formally delete from the Council's

establishment the post of Head of Community Services which had been vacant for some time.

As part of the review, consideration also has been given to the role of the Council's Monitoring Officer. Having regard to the significant increase in the workload associated with ethical standards, the need to ensure that the Council adequately resources and uses expertise and knowledge in this field to maintain its own reputation and to ensure that Town and Parish Councils have adequate training to reduce the likelihood of future complaints, the Panel has recommended that the Head of Law, Property and Governance be formally appointed as the Council's Monitoring Officer.

Subsequently, the Cabinet has approved the associated financial implications of the changes.

### **ANNUAL PAY AWARD 2009/10**

Having regard to the Annual Pay Review prepared by Inbucon consultants and the outcome of negotiations with Employee Side Representatives, the Panel has agreed an increase of 2.2% in salary scales for District Council employees with effect from 1st April 2009.

As part of this year's award, the Panel also has agreed to review the salaries of those members of staff on the lower salary scales. The terms of the review are yet to be determined.

### HOME WORKING

The Employment Panel has endorsed the Home Working Policy for the Council, which outlined the process and principles in relation to employees undertaking home working on both a frequent and full-time basis.

The Policy is intended to address the issues which arose during the recent Home Working Pilot which formed one of several projects arising from the Council's Flexible Working Strategy and has been developed in conjunction with relevant services, managers and employees. Further reviews of the Policy will be undertaken when additional information regarding the management of and take up of the opportunity is forthcoming.

### RECRUITMENT

The Employment Panel has been informed of the Council's recruitment process for filling vacant posts, together with details of the circumstances in which external advisers are used in the recruitment of senior posts.

In so doing, the Panel has agreed that it would be premature to introduce any changes to recruitment procedures in advance of the review of the Council's People (HR) Strategy. However, the Panel has expressed some concerns

about the current composition of the Council's Appointments Panel which is used for appointments to senior positions within the Council. Specifically, comments were made about the need to establish a pool of Members from which the Appointments Panel could be constituted on an ad hoc basis, such that problems with availability could be avoided. The Panel has agreed that these comments should be included in the current review of the Constitution by the Corporate Governance Panel.

### SECTION 106 WORKING GROUP

Subject to a number of minor amendments, the Overview & Scrutiny Panel (Service Support) has endorsed the final report of its Working Group on the Council's Section 106 process. In so doing, the Panel has nominated Councillor D Harty to attend the relevant Cabinet meeting to present the Panel's report.

As part of their deliberations, the Panel discussed whether it would be appropriate to share the outcome of their investigations with the County Council and other local authorities. However it was concluded that this could best be dealt with on an informal basis by County Council members.

### REGIONAL SCALE SETTLEMENT STUDY

The Executive Councillor for Planning Strategy & Transport and the Head of Planning Services have updated the Overview & Scrutiny Panel (Service Support) with details of the ongoing review of the 2008

East of England Plan and the Regional Scale Settlement Study which had been recently published by the East of England Assembly. The study had been commissioned to investigate and provide robust recommendations with regard to the potential regional scale new settlements within the East of England and outlined a number of possible new growth locations across the region – including one to the north of Huntingdon.

In discussing the current situation, Panel Members raised a number of questions relating to the options for providing additional housing if required to do so, the creation of sustainable communities, the level of development which would be sustainable within the District and the potential for a change in policy if there were to be a change in Government. At the conclusion of their discussions and having recognised that a certain degree of growth was necessary in the Region, the Panel endorsed proposals to put forward positive alternative location options to those proposed by the EERA study and has acknowledged the need for the District Council to provide suitable investment to respond to the study appropriately.

The Head of Planning Services has been invited to attend a future meeting to report on the outcome of the Cambridgeshire Development Study and the District Council's response to the Regional Scale Settlement Study in due course.

### **LOCAL INVESTMENT FRAMEWORK**

The Overview & Scrutiny Panel (Service Support) has considered the content of the Local Investment Framework whose purpose was to determine the level of local and strategic infrastructure required to meet the target of new homes coming forward in Huntingdonshire up to 2026.

In so doing, the Panel has discussed the possible introduction of a Community Infrastructure levy as part of the 2008 Planning Act and the potential for tariff arrangements to be applied on a house by house basis instead of through a Section 106 agreement. In that respect, the Panel has noted that the Council is working with Cambridgeshire Horizons and other Cambridgeshire Councils to produce a potential scheme for a sub-regional infrastructure tariff.

Whereupon and having raised no objections to the future work programme with regard to the development of the Local Infrastructure Framework and the Community Infrastructure Levy, the Panel endorsed the recommendations within the report for submission to the Cabinet.

### **FINANCIAL STRATEGY, MEDIUM TERM PLAN 2010 TO 2014 AND THE 2009/10 BUDGET**

The Overview and Scrutiny Panel (Corporate and Strategic Framework) has reviewed the Financial Strategy, Medium Term Plan 2010 – 2014 and the Budget and level of Council Tax for 2009/10 in advance of their consideration by the Cabinet and final determination by the Council.

The Panel has been acquainted with details of Executive Councillors' involvement in identifying potential areas for spending adjustments. In so doing, suggestions have been made that investigations might be undertaken to consider the potential benefits of creating single budgets for each Executive Councillor's area of responsibility.

The proposed increases in expenditure on information technology has also been discussed and a further suggestion has been made that those matters identified as requiring approval by the Chief Officers Management Team should instead be submitted to the Cabinet before proceeding.

Having noted the level of unidentified spending adjustments required in the period to 2013/14, the Panel has established a Working Group to review the budget for future years and to express a view on the priority that should be accorded to items contained within it. The Working Group will also aim to identify which items within the budget are a statutory requirement and those which are permissive. The Leader of the Opposition has also suggested that the Council might wish to revisit some of his Party's previous suggestions for achieving savings.

The Panel has also discussed the overall approach that the Authority should adopt in the present economic climate and has identified that the Council should exercise restraint in its spending and implement measures to support and promote the local economy.

The Panel has nevertheless expressed general support for the Financial Strategy, Medium Term Plan and Budget and has recommended that the Cabinet endorse it for submission to the Council.

### **2009/10 TREASURY MANAGEMENT STRATEGY**

The Overview and Scrutiny Panel (Corporate and Strategic Framework) has been acquainted with proposed changes to the Council's Treasury Management for 2009/10, which was requested by Members due to recent events concerning local authorities' investments.

The Panel has considered a proposal for Corporate Bonds to be included under non-specified investments within the Strategy and has discussed the risks associated with such investments. In so doing, the Panel has not expressed any objection to Corporate Bonds being adopted as one of the Council's forms of investment. The Panel has also considered and discussed the Council's approach to long term borrowing.

The Cabinet has recommended the adoption of the Treasury Management Strategy to Council.

### **NEW ACCOMODATION – BUILDING A - OPTION REVIEW**

The Overview and Scrutiny Panel (Corporate and Strategic Framework) has considered the approach to be adopted to the site of Building A of the New Office Accommodation Project. The Panel

has expressed a preference for Option E – namely, disposal of the site by leasehold to Luminus for the construction of social rented housing. The Panel has concurred that this Option was likely to attract grant aid from the Homes and Communities Agency and would enable construction on the whole site to be completed by March 2010. The Panel has concluded that this option represented the most effective use of the site and would provide the best rate of return for the Council.

Subsequently, the Cabinet has approved in principle the disposal of the leasehold interest of the land to the Luminus Group and has authorised the Chief Executive, after consultation with the Leader, to agree the final terms and conditions for the disposal.

### **CUSTOMER SERVICE – QUARTERLY PERFORMANCE REPORT: OCTOBER – DECEMBER 2008**

The Overview and Scrutiny Panel (Service Delivery) has received the Customer Service Quarterly Performance Report for the period October to December 2008. The report outlines the levels of performance and standards achieved by the Service. Clarification on the scope of the activities referred to within the report has also been received, together with details of the procedure for logging complaints at the Call Centre for missed refuse collections and the categorisation of service enquiries by the Customer Service Centres.

The Panel has also been acquainted with the outcome of a “Mystery Shopper” exercise undertaken on the service provided by the Council and has been updated with the latest developments with regard to the Customer Service Centres in St Ives and St Neots.

### **LEISURE CENTRE MANAGEMENT AGREEMENTS**

The Overview and Scrutiny Panel (Service Delivery) has considered a proposal to change the funding and management arrangements for the District’s jointly provided Leisure Centres. The proposal has arisen as a result of recent legislative change affecting the way the education service operates. Savings on audit fees and on the administrative costs associated with the servicing of meetings would be achieved.

The proposal to dispense with the current Management Committees and to replace them with an Active Leisure Forum has been noted. The proposed terms of reference for the Forum has been reviewed and suggestions for changes to the areas covered by the St Ives and Huntingdon Leisure Centres and on the notification period for meetings of the Forum were made.

At a subsequent meeting of the Cabinet, Members felt it would be appropriate to award forum meetings a notice period of 14 days. Particular attention was drawn to the existing lease between the Council and Huntingdon Town Council for the occupation of the sports hall at Huntingdon Leisure Centre and bearing in mind the views of the

Overview and Scrutiny Panel, Executive Councillors felt that a place on the forum should be made for them.

Having considered various issues surrounding the overall management of the proposed arrangements, the Cabinet has

- ◆ endorsed the proposals for the future management and funding arrangements for the leisure centres;
- ◆ agreed that responsibility for the leisure centres be undertaken by the District Council with effect from the new financial year;
- ◆ endorsed the establishment of an active leisure forum;
- ◆ agreed to substitute the existing management agreements with new agreements to be approved by the County Council and the individual school governing bodies; and
- ◆ requested that future levels of performance for the Centres be reported to Cabinet on a 6 monthly basis.

### **PROMOTING BETTER HEALTH IN OLDER PEOPLE THROUGH PHYSICAL ACTIVITY**

The Overview and Scrutiny Panel (Service Delivery) has reviewed progress made in respect of their previous study into promoting better health in older people through physical activity. The Panel was encouraged by the progress made to enhance the services available for older people within Huntingdonshire, in particular, the "Active at 50" project.

The Panel has been advised that a lack of resources has prevented the creation and maintenance of a database of exercise services and facilities for older people from taking place. The Panel are keen that such a database is made publicly available and has asked Officers to investigate ways in which this recommendation might be achieved.

### **ADOPTION OF ROADS AND SEWERS**

The Adoption of Roads and Sewers Working Group, which was established by the Overview and Scrutiny Panel (Service Delivery), has submitted some of its preliminary findings to the Panel. The Working Group has completed its investigations into the procedures associated with the adoption of sewers and the findings are encouraging in that the Government intends to transfer responsibility for privately owned sewers and lateral drains in England to the statutory water and sewerage companies.

An update has also been received on a recent meeting of the Working Group on the County Council's procedure for adopting roads and the District Council's powers as the local Planning Authority in the procedure. It has become apparent that the absence of legal powers throughout the adoption process can inhibit the adoption process. The Panel has unanimously expressed the view that a more proactive approach should be taken by the responsible bodies to ensure that roads are adopted in a timely manner.

**FINANCIAL MONITORING**

The Head of Financial Services has drawn to the Cabinet's attention variations to the approved Capital Programme and spending variations in the revenue budget for the current year.

**ASSET MANAGEMENT PLAN**

In noting details of the Council's management of assets, the Cabinet has been advised that work to update the Council's land ownership records was continuing with a new computerised database being acquired to incorporate all information relating to property ownership and asset management.

**HOMELESSNESS AND THE HOUSING MARKET**

The Cabinet has considered current national and local economic factors affecting the housing market and the associated level of demand for social rented housing. The Cabinet was advised that there had been a significant rise in the number of customers presenting themselves to the Council for housing related assistance of late and this has necessitated the deployment of resources to meet the increased level of demand. In discussing the current situation, the Executive Councillor for Housing and Public Health has referred to the need to monitor the situation closely given the uncertainty of the current economic climate and the likelihood of a further increase in demand for housing services, should conditions worsen.

**DISABILITY ACCESS STUDY**

The Cabinet has been briefed on the findings of a study by the Overview and Scrutiny Panel (Service Delivery) into disability access across the District, which examined access to premises/sites other than those provided by the District Council. In so doing, the Cabinet has concurred with the Panel that further work is required to promote advocacy/advice services to those with disabilities and to tackle problems relating to the misuse of disabled bays and blue badge parking, and -

- ◆ requested that representations be made to Cambridgeshire County Council to ensure that the enforcement of blue badge restrictions in any new arrangements for de-criminalised parking be recognised;
- ◆ endorsed the view that the Council should continue to undertake enforcement of parking in disabled bays in the car parks it manages; and
- ◆ requested that the Council instigates discussions on the potential for comprehensive joint advocacy/advice services and other opportunities for joint working between those organisations supporting people with disabilities.

**SOCIAL CONSEQUENCES OF ALCOHOL ABUSE**

The Cabinet has received the final report of the Overview and Scrutiny Panel (Service Support) Working Group on the problems of alcohol abuse and its social consequences within the District. Although related

incidents were evident in Huntingdonshire, it was of some reassurance to Executive Members that the study found that they were at a lower level than in many parts of the country. Nevertheless, the Cabinet welcomed and encouraged the actions being taken by various agencies to reduce such incidents, particularly the development of a countywide alcohol strategy.

With regard to the extent of powers available to enforcement agencies including the County Council's Trading Standards Service and the Police, the Cabinet has requested the Head of Democratic and Central Services to liaise formally with agencies to encourage them to use this power in a positive way to tackle alcohol related crime and disorder. The Cabinet has also requested that where appropriate the District Council's Licensing Section ensure that local residents are aware of the opportunities available to them, under the Licensing Act 2003, to initiate reviews of premises licences and club premises certificates in situations where they were experiencing problems caused by public disorder emanating from these premises.

#### **GRANT AID WORKING GROUP**

The Cabinet has noted the findings of a study by a Working Group of the Overview and Scrutiny Panel (Service Delivery) which reviewed capital and revenue grant aid schemes operating across the Council. In reviewing the issues involved, the Cabinet has requested that the Executive Councillors for Finance and Environment and for Housing and Public Health meet

with the Working Group to discuss the application process, Member/Officer involvement and external funding.

#### **ICT STRATEGY 2009 - 2011**

The Cabinet has approved the content of an ICT Strategy and a supporting action plan for a three-year period 2009 - 2011. The Strategy sets out a vision which supports the specific elements of "Growing Success", largely within the Council's aim "to improve our systems and practice".

#### **URBAN DESIGN FRAMEWORK - LAND AT THE WHADDONS, MAYFIELD DRIVE, HUNTINGDON AND LAND SOUTH OF HIGH STREET, RAMSEY**

Following consultation, the Cabinet has considered responses and suggested amendments to the Urban Design Frameworks for land at the Whaddons, Mayfield Drive, Huntingdon and land south of the High Street, Ramsey. Members have approved the final version of the documents as material consideration in planning decisions and project work.

#### **LUMINUS GROUP - PROPOSED CHANGES TO MEMORANDUM AND ARTICLES OF ASSOCIATION**

In response to a request from the Luminus Group, the Cabinet has approved in principle a proposed amendment to the Memorandum and Articles of Association of Luminus Homes and Oak Foundation, to permit remuneration of Board Members, subject in the



case of the Oak Foundation to the consent of the Charity Commissioners also being obtained and in both instances to the precise wording being agreed by the Head of Law, Property and Governance. The Cabinet also has agreed that the determination of any further proposed amendments to the Memorandum and Articles be delegated to the Head of Law, Property and Governance, after consultation with the Executive Councillor for Housing and Public Health.

which six were approved, five refused and one deferred.

### **TRANSFORMATION FROM DEVELOPMENT CONTROL TO DEVELOPMENT MANAGEMENT**

The national agenda for planning towards 'Place Shaping' has prompted a review of the role and emphasis of development control work. Typically, the development control function is seen as negative and reactive rather than enabling the delivery of development. The new Local Development Framework will shift the emphasis to the creation of a sustainable and deliverable vision for development in the District. To support this change, the Development Control Panel has endorsed a proposal to transform the Development Control function into Development Management. The Head of Planning Services also has been authorised to implement all the necessary administrative and procedural changes required to support the transformation.

### **DEVELOPMENT APPLICATIONS**

At their February meeting, the Development Control Panel determined twelve applications of

