

A meeting of the **HUNTINGDONSHIRE DISTRICT COUNCIL** will be held in the **BURGESS, HALL, ST IVO LEISURE CENTRE, WESTWOOD ROAD, ST IVES, PE27 6WU** on **WEDNESDAY, 17 FEBRUARY 2010** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Time
Allocation**

PRAYER

Councillor John Garner will open the meeting with prayer.

APOLOGIES

CHAIRMAN'S ANNOUNCEMENTS

- | | |
|---|-------------------|
| 1. MINUTES (Pages 1 - 6) | 2 minutes |
| To approve as a correct record the Minutes of the meeting held on 22nd December 2009. | |
| 2. MEMBERS' INTERESTS | 2 minutes |
| To receive from Members declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any Agenda Item. Please see Notes 1 and 2 below. | |
| 3. COUNCIL DEBATE | 60 minutes |
| “Is enough being done to tackle the Occupational Therapy Waiting List in Huntingdonshire?” | |
| Representatives from relevant organisations to attend. | |
| 4. FINANCIAL PLAN, MEDIUM TERM PLAN, 2010/11 BUDGET AND ASSOCIATED MATTERS (Pages 7 - 84) | 30 minutes |
| The Council is requested to consider the Cabinet's recommendations on the Financial Plan, Medium Term Plan for 2011/15, the 2010/11 Budget, related Prudential Indicators and the Treasury Management Strategy (see also the Report of the meeting of the Cabinet held on 11th February 2010) and, in accordance with Section 30 (2) of the Local Government Finance Act 1992, to approve resolutions as to the levels of council tax in 2010/11 for the various parts of Huntingdonshire District. | |

A report by the Head of Financial Services is enclosed.

(Members are requested to note that the information contained in Appendix C should be treated as provisional at this stage.)

- 5. EXECUTIVE POLICY ISSUES: THE HOMELESSNESS STRATEGY** **10 minutes**
- Councillor K J Churchill, Executive Councillor for Housing and Public Health to inform the Council of consultation on a new Homelessness Strategy.
- 6. REPRESENTATION OF POLITICAL GROUPS ON DISTRICT COUNCIL PANELS** (Pages 85 - 86) **5 minutes**
- To consider a report by the Head of Democratic and Central Services.
- 7. APPOINTMENT OF CABINET MEMBERS** (Pages 87 - 88) **5 minutes**
- To consider a report by the Head of Democratic and Central Services.
- 8. APPOINTMENT OF INDEPENDENT OVERVIEW AND SCRUTINY MEMBERS** (Pages 89 - 90) **5 minutes**
- To consider the recommendations of the Selection Panels.
- 9. REPORTS OF THE CABINET, PANELS AND COMMITTEE** **30 minutes**
- (a) Cabinet (Pages 91 - 100)
 - (b) Standards Committee (Pages 101 - 102)
 - (c) Overview and Scrutiny Panel (Economic Well-Being) (Pages 103 - 108)
 - (d) Overview and Scrutiny Panel (Environmental Well-Being) (Pages 109 - 116)
 - (e) Overview and Scrutiny Panel (Social Well-Being) (Pages 117 - 124)
 - (f) Development Management Panel (Pages 125 - 126)
 - (g) Employment Panel (Pages 127 - 130)
 - (h) Licensing and Protection Panel (Pages 131 - 132)

(i) Licensing Committee (Pages 133 - 134)

(j) Corporate Governance Panel (Pages 135 - 138)

10. ORAL QUESTIONS

30 minutes

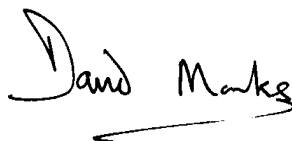
In accordance with the Council Procedure Rules (Section 8.3) of the Council's Constitution, to receive oral questions from Members of the Council

11. LOCAL GOVERNMENT ACT 1972: SECTION 85

2 minutes

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

Dated this 9th day of February 2010



Chief Executive

Notes

1. *A personal interest exists where a decision on a matter would affect to a greater extent than other people in the District –*
 - (a) *the well-being, financial position, employment or business of the Councillor, their family or any person with whom they had a close association;*
 - (b) *a body employing those persons, any firm in which they are a partner and any company of which they are directors;*
 - (c) *any corporate body in which those persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or*
 - (d) *the Councillor's registerable financial and other interests.*
2. *A personal interest becomes a prejudicial interest where a member of the public (who has knowledge of the circumstances) would reasonably regard the Member's personal interest as being so significant that it is likely to prejudice the Councillor's judgement of the public interest.*

Please contact Ms C Deller, Democratic Services Manager, Tel No 01480 388007/e-mail: Christine.Deller@huntsdc.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Council.

www.huntingdonshire.gov.uk (under Councils and Democracy).

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Agenda Item 1

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the SPECIAL MEETING of the COUNCIL held in the Burgess Hall, St Ivo Leisure Centre, Westwood Road, St Ives, PE27 6WU on Tuesday, 22 December 2009.

PRESENT: Councillor J W Davies – Chairman.

Councillors J D Ablewhite, M G Baker,
I C Bates, P L E Bucknell, K J Churchill,
W T Clough, Mrs K E Cooper, S J Criswell,
Mrs J A Dew, D B Dew, P J Downes,
J J Dutton, R S Farrer, J E Garner,
P M D Godfrey, P Godley, J A Gray,
A Hansard, D Harty, C R Hyams,
L W McGuire, P G Mitchell, A Monk,
M F Newman, P D Reeve, Mrs D C Reynolds,
T V Rogers, J M Sadler, T D Sanderson,
M F Shellens, Mrs P E Shrapnell,
C J Stephens, G S E Thorpe, R G Tuplin,
J S Watt and R J West.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors K M Baker, Mrs M Banerjee, J T Bell, Mrs B E Boddington, R W J Eaton, A N Gilbert, Mrs P A Jordan, D J Priestman, L M Simpson, P A Swales and P R Ward.

67. CHAIRMAN'S ANNOUNCEMENTS

(a) Carol Service

The Chairman thanked all those who had attended the Carol Service at the Parish Church of All Saints in St. Ives earlier in the evening and extended his appreciation to Reverend J Pullen for his contribution to both the service and arrangements.

(b) Mr P H Dakers

The Council noted the resignation of former Councillor P H Dakers as Councillor for the Fenstanton Ward with effect from 18th December 2009.

68. MINUTES

The Minutes of the meeting of the Council held on 2nd December 2009 were approved as a correct record subject to the inclusion of reference in Minute No. 64 to an answer to a question from Councillor P D Reeve to the Leader of the Council, Councillor I C Bates in which Councillor Bates indicated that he was unable to give any undertaking to hoist EU flags on public buildings across Huntingdonshire.

69. MEMBERS' INTERESTS

Councillors I C Bates, K Churchill, S J Criswell, J J Dutton, R S Farrer, D Harty, L W McGuire and R J West declared a personal interest in Minute No. 70 post by virtue of their membership of Cambridgeshire County Council.

Councillor W T Clough declared a personal interest in Minute No. 70 post by virtue of his membership of Buckden Parish Council.

Councillor P J Downes declared a personal interest in Minute No. 70 post both as a Member of Cambridgeshire County Council and as the owner of property located on a road directly affected by the proposals.

Councillor C R Hyams declared a personal interest in Minute No. 70 post by virtue of his membership of Godmanchester Town Council.

Councillor M F Shellens declared a personal interest in Minute No. 70 post by virtue of his membership of Brampton Parish Council.

70. THE A14 ELLINGTON TO FEN DITTON IMPROVEMENT SCHEME

The Executive Councillor for Planning Strategy and Transport, Councillor D B Dew, presented the report of the Head of Planning Services (a copy of which is appended in the Minute Book) which invited the Council to consider its formal response to the draft Side Road Orders for the A14 Ellington to Fen Ditton Improvement Scheme.

Councillor Dew reminded the Council that its strategic planning policies all supported and were predicated upon the continued sustainable growth and regeneration of Huntingdonshire and that the delivery of an improved A14 was vital to the future social and economic well-being of the District and the economic viability of communities located on the proposed route. To this end, the Council would be presenting its response and specific evidence to the Highways Agency, Cambridgeshire County Council and any subsequent public inquiry. Councillor Dew envisaged that the improvement scheme would address the problems experienced locally arising from congestion on the A14 in recent years and asked for the Council's support for the representations to be made.

Members' attention was drawn to Annex to the report now submitted which contained an overview of the content of the Environment Statement and a response to the pertinent points which would form the basis of further discussions with the joint venture consortium (JVC) appointed by the Highways Agency. However, Councillor Dew underlined that although the Council were being asked to endorse the conclusions contained in the document, discussions would continue in the new year to further clarify points made and to address others with a view to reaching an agreed position, as far as possible, prior to any formal public inquiry. Reference also was made to a précis of the issues requiring further discussion which had been circulated to Members after the despatch of the agenda (a copy of this document also is appended in the Minute Book). Before commencing the debate, the Transportation Team Leader, Mr S Bell, explained by reference to a power point presentation the existing and predicted

traffic flows at various locations in the Brampton, Godmanchester, Huntingdon and St. Ives areas if the A14 proposals were to proceed or otherwise.

The Chairman then reminded the Council that the A14 improvements scheme had been the subject of the headline debate at their meeting held on 28th October 2009 and that Members and Parish Council representatives had been given the opportunity to make their comments on the scheme at that meeting. It was therefore not his intention to waive Council Procedure Rules to allow Members to speak for longer than the five minutes permitted.

Councillor P J Downes moved and it was duly seconded that -

"the Council suspend Council Procedure Rule 11 (Rules of Debate) for the duration of discussion on Minute No. 70".

Upon being put to the vote, the Motion was declared to be LOST.

Councillor C R Hyams moved and it was duly seconded that "the Council suspend Council Procedure Rule 11 (Rules of Debate) to enable Members to speak for seven minutes during discussion on Minute No. 70"

Upon being put to a vote, the Motion was declared to be LOST.

To open the debate, Councillor P J Downes expressed his concern that the overview of the Environmental Statement (Annex A) was not sufficiently detailed to present to the Highways Agency. He referred in particular to, in his view, the need to consider the provision of a direct and safe link for pedestrians and cyclists to Brampton Hut for those employed at or visiting facilities in that area and to provide access to Brampton Wood without the need to travel by car. He suggested that this could be achieved by adjustments to Footpath No. 15 and Bridleway No. 19. He also queried the impact on flood risk at Willow Road, Fenstanton.

Accordingly, Councillor Downes moved an amendment to the recommendation contained in the third bullet point of paragraph 8.1 of the report now submitted. The Motion was duly seconded by Councillor D B Dew as follows -

"that the Council, through the responsibility delegated to the Executive Councillor for Planning Strategy and Transport, continues to work with the JVC in order to address appropriately the outstanding issues and local mitigation measures mentioned specifically in Annex A" hereto.

Upon being put to the vote, the Motion was declared to be CARRIED.

Whilst thanking those Members and Officers who had contributed to the work thus far to respond to the proposals, Councillor M F Shellens highlighted his concerns that the new A14 still would not be fit for purpose and that it was his intention not to support the Council's response for several reasons. These related to his wish to provide safe access to Brampton Hut, congenial access to Brampton Wood, his strong reservations at the accuracy of the traffic information

produced for Thrapston Road, Brampton, the Hinchingsbrooke Complex, Hinchingsbrooke Park Road, Ermine Street and the new link road. Lastly he stressed the importance in his view of funding a research project into the effect of road traffic on the respiratory health of those living in the vicinity of major road networks.

Councillor P D Reeve indicated his intention not to support the Motion and challenged the level of consultation which had taken place with local residents.

As County Councillor for The Hemingfords and Fenstanton, Councillor Bates expressed his concern at the visual impact and noise levels affecting his Ward and the mitigation measures required, in particular, to protect specific locations in Fenstanton and Hilton and around the proposed junction of the new A14 with Wood Green Animal Shelter. In terms of flooding issues, he questioned whether the Environment Agency had given any assurance about the adequacy of capacity to manage excess water at Hall Green Brook and West Brook in Hilton. Overall, Councillor Bates indicated his support for the principles of the proposal and was hopeful that it would curtail "rat running" and be delivered as programmed and within budget.

Councillor C R Hyams drew attention to the representations made by Godmanchester Town Council in respect of the predicted traffic flows on Offord Road and their support for the limited access junction on the A1198. However, he expressed his concern at the perceived lack of clarity regarding egress arrangements for HCVs at this junction and the potential for increased traffic flow because of proposed new development at Godmanchester.

Having expressed reservations at the effect on Brampton Road of the proposed scheme, Councillor J A Gray reiterated the Council's previously expressed concern at the dangers presented by the three central reserve crossings on the A14 west of Huntingdon. He mentioned in particular the difficulty regularly experienced by school buses unable to cross busy lanes of traffic and he urged Members to compare the scheme with that proposed for the A1 in North Yorkshire. Councillor R J West concurred with these views and together with Councillor Mrs J A Dew felt that there had been sufficient consultation and that it was imperative now that the scheme should proceed as soon as possible to avoid any further impact on local roads.

Councillor P L E Bucknell questioned whether the reinstatement of Views Common, Huntingdon would be addressed and Councillors T V Rogers and P M D Godfrey questioned the lack of a detailed explanation regarding the impact of HCVs on villages north of the A14 and on the A1123.

Further to earlier comments regarding the central reservations on the A14 west of Huntingdon, Councillor Bates also contended that the Highways Agency needed to be made aware in the strongest terms, that urgent action was required to resolve the dangers presented by these crossings.

In thanking the Council for their contribution to the debate and having responded to some of the comments made, Councillor Dew re-emphasised that whilst the Council's formal response needed to be

submitted to the Highways Agency by 6th January 2010, there would be opportunities thereafter to raise issues up to and during any public inquiry which might follow. He reiterated that Annex A was a working document upon which representations would be based and that he would write to the Highways Agency and Minister of State regarding the urgent need for improvements to the junctions on the A14 west of Huntingdon. He concluded by stating that the delivery of an enhanced A14 was crucial to the future of the District and accordingly it was moved by Councillor D B Dew and duly seconded that -

“the Council agrees to the following representations being made to the Highways Agency in respect of its formal response under the draft Orders for the A14 Ellington to Fen Ditton Improvement Scheme -

- ◆ that the Council positively supports the A14 Improvement Scheme, as submitted, and states that it wants to see the delivery of the scheme as soon as practicably possible. The delivery of the proposed improvements are necessary to support the Council's strategic planning and economic development strategy; to improve journey times; and to enhance road safety for the travelling public;
- ◆ that the Council specifically supports the associated and related proposed improvements to the local road network in and around Huntingdon; and
- ◆ that the Council, through the responsibility delegated to the Executive Councillor for Planning Strategy and Transport, continues to work with the JVC in order to address appropriately the outstanding issues and local mitigation measures mentioned specifically in Annex A hereto.

Following a requisition that voting on the Motion be recorded in accordance with Council Procedure Rule 14.4, the following Members voted in favour of the Motion -

Councillors J D Ablewhite, M G Baker, I C Bates, P L Bucknell, K J Churchill, W T Clough, Mrs K E Cooper, S J Criswell, J W Davies, D B Dew, Mrs J A Dew, P J Downes, J J Dutton, R S Farrer, J E Garner, P M D Godfrey, P Godley, J A Gray, A Hansard, D Harty, C R Hyams, L W McGuire, P G Mitchell, A Monk, M F Newman, Mrs D C Reynolds, T V Rogers, J M Sadler, T D Sanderson, Mrs P E Shrapnell, C J Stephens, G S E Thorpe, R G Tuplin, J S Watt and R J West.

The following Members voted against the Motion –

Councillors P D Reeve and M F Shellens.

Whereupon, the Motion was declared to be CARRIED by 35 votes to 2.

The meeting ended at 8.44pm.

Chairman

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Financial Strategy, Medium Term Plan, 2010/11 Budget and Associated Matters

Report by the Head of Financial Services

1. PURPOSE

- 1.1 The purpose of this report is to allow Council to consider and decide upon the recommendations made by Cabinet in relation to the Financial Strategy, the MTP, the 2010/11 budget and associated matters together with the formal determination of the Council Tax.

2. BACKGROUND

- 2.1 On 11th February 2010 the Cabinet will discuss a report on the Financial Plan, the MTP and the 2009/10 budget (copy attached as Appendix A). They will take into account the comments from the Overview and Scrutiny Panel (Economic Well-Being) meeting and the consultation meeting with members of the local business community, both held on 4th February 2010.
- 2.2 The Cabinet will also consider an associated report on the Council's Treasury Management Strategy which is attached as Appendix B.
- 2.3 The Cabinet's recommendations on both reports will be circulated as soon as they are available.
- 2.4 The formal resolution for approving the Council Tax is attached as Appendix C. It is based on the assumption that Cabinet, and subsequently the Council, will support the proposals in the budget report for a Council Tax increase for 2010/11 of £3.02 per year, or 6p per week. It is also based on the proposed tax levels for the other authorities for which Huntingdonshire collects the Council Tax. When this report was prepared not all of the Council Tax levels for these other bodies had been formally determined and so, if there are any changes, replacement tables will be prepared and circulated.

3. DECISIONS

- 3.1 In the light of the Cabinet's recommendations, the Council is invited to -
- ◆ **approve the proposed Budget, MTP and Financial Plan;**
 - ◆ **approve the Treasury Management Strategy and Prudential Indicators; and**
 - ◆ **approve the Band D Council Tax of £124.17 for 2010/11 and the formal resolutions shown in Appendix C attached.**

BACKGROUND PAPERS

Working Papers - Files in Financial Services

Contact Officer: Steve Couper, Head of Financial Services
☎ 01480 388103)

**FINANCIAL STRATEGY, MEDIUM TERM PLAN 2011 to 2015
AND THE 2010/11 BUDGET
(Report by the Head of Financial Services)**

1 PURPOSE

- 1.1 The purpose of this report is to allow the Cabinet to determine its recommendations to Council on 24 February in relation to the Council's Budget and Council Tax for 2010/11, Medium Term Plan for 2011/15 and associated matters.

2 BACKGROUND

- 2.1 This year's process started with consideration of a financial strategy by Overview & Scrutiny, Cabinet and Council in September. The second stage was the draft MTP and Budget report, discussed by Overview & Scrutiny and Cabinet, before being accepted by Council on the 2 December. Both reports highlighted a higher level of uncertainties than normal over the next few years.

3 OVERVIEW

A number of changes have been made to the MTP since the December report and these are explained in Section 4 below.

A number of savings have been achieved in the current year and the overall impact is to reduce the use of reserves from £3.8M to £2.6M. These savings (£1.2M) are transferred into a Special Reserve to help fund the likely transition costs of achieving the necessary future spending adjustments.

The medium term impact of the changes is a reduction in the Council's budget deficit that allows the required spending adjustments to be phased in at a more regular rate i.e. £1M in 2011/12, a further £1.6M in 2012/13 and 2013/14, a further £1.9M in 2014/15 and a further £0.6M in 2015/16. Annex D shows the summary position and also shows the Council's borrowing costs exceeding its investment income for the first time next year.

Section 9 below considers the risks that the assumptions may prove to be inaccurate and highlights the fact that a significant number by value will be resolved in the next two years. Generally the risks are adverse so it is critical that the Council is in a position to speed up the achievement of spending adjustments if this becomes necessary.

Annex H shows the sensitivity of the plan in the longer term to variations in inflation, pay awards, interest rates and other significant items.

Annex I provides the Director of Commerce and Technology's report to the Council on the robustness of the estimates and the adequacy of reserves.

4 PROPOSED CHANGES TO THE DRAFT PLAN

4.1 The table below summarises the change in the key figures during the Budget process. It shows spending falling significantly from previous assumptions due mainly to lower provision for pay and price inflation. Funding also falls due to lower assumptions on Government Grant and reducing the level of Council Tax increases to 2.49%. The net impact is that a reduced level of spending adjustments will be needed in the MTP period **though the longer term impact is little changed.**

FINANCIAL SUMMARY	FORECAST	BUDGET	MTP			
	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15
	£M	£M	£M	£M	£M	£M
FORECAST SPENDING BEFORE SPENDING ADJUSTMENTS						
Last Year's Plan (February 2009)	23.4	25.8	27.2	28.5	29.6	30.8
Draft Plan (December 2009)	22.9	25.0	24.7	25.9	26.4	27.2
PROPOSED PLAN **	23.4	24.8	24.7	25.7	26.5	27.5
UNIDENTIFIED SPENDING ADJUSTMENTS						
Last Year's Plan (February 2009)	0	-0.5	-1.5	-3.2	-6.5	-6.8
Draft Plan (December 2009)	0	0	-1.0	-2.5	-5.7	-6.8
PROPOSED PLAN	0	0	-1.0	-2.6	-4.2	-6.1
DEFICIT FUNDED FROM RESERVES						
Last Year's Plan (February 2009)	-3.8	-5.0	-4.4	-3.0	0	0
Draft Plan (December 2009)	-3.3	-4.9	-4.1	-3.6	-0.7	0
PROPOSED PLAN	-3.8	-4.7	-3.7	-2.7	-1.6	-0.13
FUNDING (GRANT & COUNCIL TAX)						
Last Year's Plan (February 2009)	-19.6	-20.3	-21.3	-22.3	-23.1	-24.0
Draft Plan (December 2009)	-19.6	-20.2	-19.5	-19.7	-20.0	-20.4
PROPOSED PLAN	-19.6	-20.2	-19.9	-20.4	-20.7	-21.2

Table does not cast as items rounded

**** Includes the contribution of £1.2M to a Special Fund in 2009/10 to support the achievement of long term savings.**

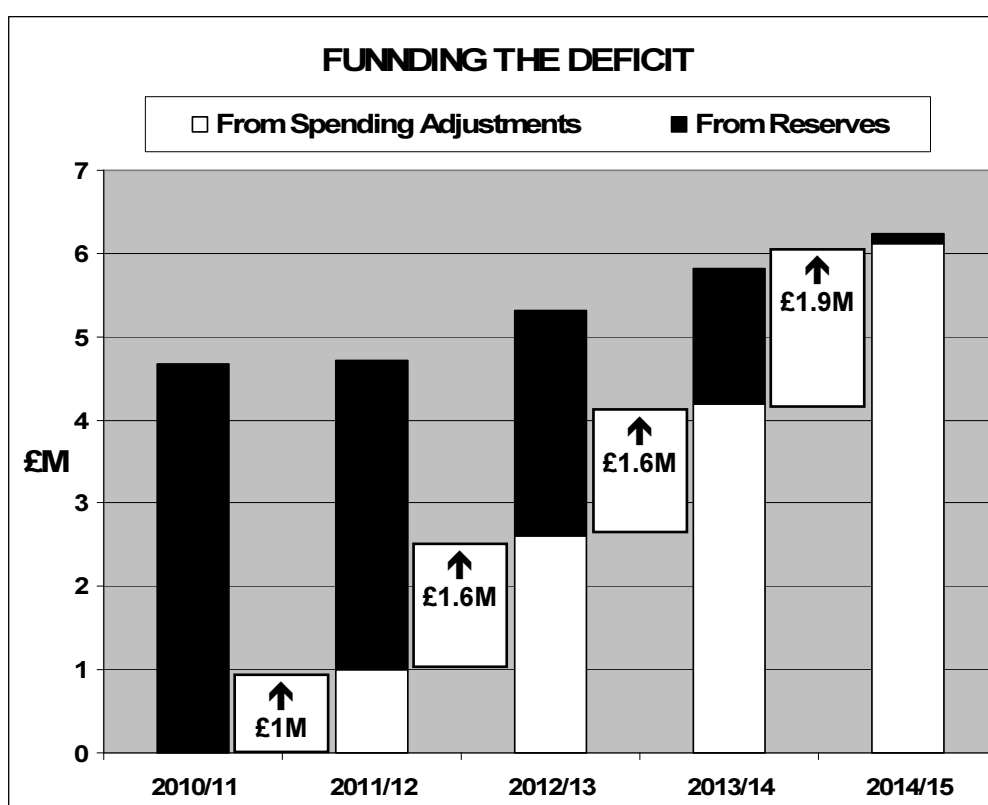
4.2 Annex A shows the assumptions included in this report whilst Annex B describes the main changes between the February 2009 approved budget and the December draft updated for the latest changes. Annex C provides a table of changes from the December Draft to this report.

5 STRATEGY

5.1 The table below (extended to 2024/25 in Annex D) shows the overall position together with the level of the, as yet unidentified, spending adjustments that are required assuming that Council Tax continues to rise at 2.49% per year.

FINANCIAL SUMMARY	FORECAST	BUDGET	MTP			
	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15
	£M	£M	£M	£M	£M	£M
SPENDING BEFORE ADJUSTMENTS	22.2	24.8	24.7	25.7	26.5	27.5
Unidentified Spending Adjustments	0	0	-1.0	-2.6	-4.2	-6.1
Contribution to Special Fund	1.2					
FORECAST NET SPENDING	23.4	24.8	23.7	23.1	22.3	21.3
FUNDING						
Use of revenue reserves	-3.8	-4.7	-3.7	-2.7	-1.6	-0.1
Remaining revenue reserves EOY	15.8	11.1	7.4	4.7	3.1	3.0
Government Support	-12.6	-12.9	-12.4	-12.6	-12.6	-12.9
Council Tax	-7.0	-7.2	-7.5	-7.8	-8.0	-8.3
COUNCIL TAX LEVEL	£121.15	£124.17	£127.26	£130.43	£133.68	£137.01
£ increase		£3.02	£3.09	£3.17	£3.25	£3.33

5.2 The chart below highlights the Spending Adjustments to be achieved over the MTP period:



5.3 Every effort will be made to obtain, as much as possible, of the unidentified spending adjustments from, firstly, increased efficiency, secondly, from increased fees and charges and, only finally, from service reductions. Given the risks outlined in Section 9 below it is important that plans for future years are considered in case the position worsens. Many of the potential options for savings are likely to require additional costs “up front” and, as the Council’s reserves reduce, this could become impossible to achieve. It is therefore proposed that the lower than budgeted spending this year be used to create a Special Reserve to ensure such costs can be funded over the coming years. It is proposed that use of the Fund be delegated to the Director of

Commerce and Technology after consultation with the Leader, the Executive Member for Finance and relevant Chief Officers.

- 5.4 Obviously there is a balance to be made between Council Tax increases and ultimately service reductions i.e. the lower the Council Tax increase the greater the service reductions.
- 5.5 Huntingdonshire's Council Tax is one of the lowest in England (19th lowest) and public surveys have indicated that many local people consider that increases in Council Tax are preferable to service reductions. However the Council's ability to raise the Council Tax is limited by the Government's capping regime.
- 5.6 The past figures used for capping were as follows:

	Increase in budget requirement of	AND	Increase in Council Tax of
2005/06	6%		5.5%
2006/07	6%		5%
2007/08	No Authorities capped		
2008/09	5%		5%
2009/10	4%		5%

- 5.7 In 2004/05 14 Councils were capped, in 2005/06 this fell to 9 Councils and in 2006/07 two Councils (York and Medway) were **designated** (i.e. they were not actually capped but were told that for 2007/08 any capping decision would be based on the figures for 2006/07 as if they had been capped). In 2008/09 one Police Authority was capped whilst 6 Police Authorities and one local authority (Portsmouth Unitary) had criteria set such that they would have to limit increases for the next one or two years. In 2009/10 one Police Authority was capped and one had criteria set for 2010/11.
- 5.8 The Local Government Minister has said that "given the current level of inflation and resources made available in the (Grant) settlement, the Government expects the average Band D council tax increase in 2010-11 to be the lowest for at least sixteen years. However, the Government remains prepared to take capping action on excessive increases set by individual authorities if necessary. The average Band D council tax increase has been steadily falling in recent years and this year's average increase of three per cent was the lowest since 1994-95". She "expects to see it fall further next year while councils protect and improve front line services. Already many councils have indicated that they plan to freeze or cut council tax next year".
- 5.9 Government Ministers have also again warned that past levels of capping cannot be assumed for 2010/11.
- 5.10 The Chief Officers' Management Team considers that based on current information the proposed 2.5% increase is likely to be safe from capping.
- 5.11 **If any subsequent Government statements on capping are made they will be reported at the meeting.**

6. 2010/11 BUDGET

- 6.1 The tables below show the breakdown and funding of the revenue and capital budgets for which approval is required. Annex G gives fuller details of next years revenue budget including all recharges whilst Annex H shows Direct Services and Support Services with their MTP bids over the 5 year MTP period and highlights those schemes where further approval is required before they can commence.

REVENUE BUDGET	2009/10	2009/10	2010/11
	Original Budget	Forecast	Budget
Service Spending	£000	£000	£000
Environmental Services	9,244	8,287	8,168
Planning	2,652	1,525	2,327
Community Services	7,807	6,791	6,814
Community Safety	1,058	945	1,031
Housing Services	4,839	4,459	4,988
Highways & Transportation	2,008	1,586	2,189
Corporate Services	5,418	4,974	5,198
Other Income and Expenditure			
Contingencies	-677	-149	-484
Other items (mainly reversal of Capital Charges)	-8,436	-5,207	-5,491
Investment Interest and Borrowing Costs	-535	-1,010	108
Contribution to Special Fund		1,200	
Council Total	23,380	23,401	24,848
Funding			
Government Support (RSG & NNDR)	-12,572	-12,572	-12,939
Collection Fund Deficit	-27	-49	35
Council Tax	-7,022	-7,022	-7,274
Deficit – from Reserves	-3,758	-3,758	-4,670
	-23,380	-23,401	-24,848

The figures shown in this table and in Annex G include relevant MTP variations (including inflation), capital charges, management and administration allocations and pension adjustments.

Any capital slippage results in a reduction in capital charges on the service which is reversed in Other Items. The Forecast and 2010/11 budget include a reduced pensions adjustment which again is reversed in Other Items.

CAPITAL BUDGET	2009/10 Forecast			2010/11 Budget		
	Net	Cont.	Gross	Net	Cont.	Gross
	£000	£000	£000	£000	£000	£000
Refuse and Recycling				144		144
Public Conveniences				100	150 ❶	250
Environmental Health				20		20
Economic Development	821	1,810	2,631	618	2,000 ❷	2,618
Community Initiatives				1	120 ❶	121
Parks and Open Spaces	265	210	475	131		131
Leisure Centres	3,078	137	3,215	4,312	2,603 ❸	6,915
Community Facilities	50		50	37		37
Community Safety	144		144	105		105
Housing Services				-168	168 ❷	0
Private Housing Support	1,351	982	2,333	1,690	680 ❸	2,370
Housing Benefits	31		31			
Transportation Strategy	373		373	1,296		1,296
Public Transport	58		58	957		957
Car Parks	24		24	491		491
Environmental Improvements	351	10	361	-1,597	1,839 ❹	242
Environmental Strategy	271	75	346	90	75 ❸	165
Operations Division	825		825	218		218
Offices	4,967	345	5,312	-115	184 ❶	69
IT related	1,049		1,049	813		813
Other	148	15	163	307		307
Technical	202		202	360		360
TOTAL	14,008	3,584	17,592	9,810	7,819	17,629

Grants and Contributions

- ❶ land sales
- ❷ mobile home sales
- ❸ Government Grant
- ❹ County Council contribution from land sale income
- ❺ Salix Grant
- ❻ S106, Football Foundation Grant, St Neots Town Council and County Council
- ❼ Housing Growth Fund

7. CONSULTATION AND COMMENTS

- 7.1 This report will be considered at a meeting of the Overview and Scrutiny (Economic Wellbeing) Panel on the 4 February and a consultation meeting with members of the business community on the same day. Comments from both meetings will be reported to Cabinet.

8. PRUDENTIAL CODE

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

9. RISKS AND SENSITIVITY

- 9.1 The Financial Forecast, by its very nature, takes a long-term view and, within that time frame, many of its assumptions will turn out to be imprecise. We will regularly review the latest information.
- 9.2 Some significant uncertainties, and the dates when they may be clarified by, are set out below:

Risks and Unknowns	Timescale
Impact of St Ives Guided Bus	Spring 2010
Government capping decision	May each year
Length and depth of recession – impact on interest rates, pay inflation, house building, Council income and expenditure.	ongoing
Government grant totals for 2011/12 to 2013/14 (may be delayed by election)	November 2010
Grant formula changes (may be delayed by election)	November 2010
Grant impact of Concessionary Fares transferring to County	November 2010
Pension Scheme revaluation	December 2010

- 9.3 Other risks include:

- reduction in the availability of other Government Grants due to the national economic situation e.g. Housing and Planning Delivery Grant
- interest rates or inflation may turn out to be significantly different to the assumptions in this report.
- the possibility of further VAT refunds and receiving compound rather than simple interest on these and the refunds already agreed.
- the potential for costs relating to “orphan” contaminated land sites.
- difficulty in delivering the savings already identified or the spending targets inherent in this plan.
- further high priority service developments or unavoidable spending requirements emerging.
- the potential for the statutory Disabled Facilities Grants budget to be exceeded if occupational therapists reduce the backlog.
- recycling gate fees changing as a result of movement in economic indices.
- additional costs if Civil Parking Enforcement introduced
- turnover of staff remaining low and hence the turnover allowance in the staffing budget not being achieved (some provision has been made for 3 years).
- car parking penalties will be reviewed in the coming year.
- the Government have proposed an extra ½% increase in employers' NI from April 2011 but, as there is no consensus on this approach from other political parties, it is not included in the plan.

- national and local recycling levels are currently at a lower level than previously. If this were to continue the Council would see a reduction in its income from recycling credits.
- potential for significant costs to be awarded against the Council if any planning appeals are lost.
- capital spending may be deferred to a greater extent than the provision (£700k) made in the MTP.

9.4 Financial Plan – Sensitivity and Risks

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

9.5 Reserves and the Robustness of the 2010/11 Budget

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

10. CONCLUSIONS

- 10.1 The Council approved the draft Budget, MTP and Financial Strategy figures in December but concern was highlighted in relation to the higher number of areas at risk this year.
- 10.2 The December figures have been amended for the items highlighted in section 4 and detailed in Annex C of this report. These include the creation of a Special Reserve to ensure funds are available for any "up-front" costs required to achieve future permanent savings.
- 10.3 RSG for 2010/11 has been announced at the same levels as previously proposed. The Government is withholding £418k next year, the equivalent of a 5.7% Council Tax increase, so that Councils who have too much grant only have to give it up slowly.
- 10.4 The Government have, as usual, signalled their intention to use capping to keep Council Tax levels down for 2010/11 and have referred to an expectation that average increases should be below 3%. There can be no guarantee of the actual level at which capping will apply because the Government refuse to give this figure as a matter of principle.
- 10.5 Given the significant levels of spending adjustments required in future years, public reluctance to support service reductions, the Council's current low level of Council Tax and the Government comments on capping the Chief Officers' Management Team considers that the proposals in this report achieve the appropriate balance.

- 10.6 The challenge for the future is highlighted in the chart in paragraph 5.2 which shows that £6.1M of spending adjustments are still to be identified by 2014/15. Those required for 2010/11 have been identified and work is underway to identify specific proposals for subsequent years. Any new additional spending pressures will result in further savings being required.
- 10.7 The resulting proposed Council Tax increase of £3.02 for 2010/11 is 6p per week for a band D property.
- 10.8 The combination of sound budget practices, the success so far in identifying savings and significant revenue reserves means that the proposed 2010/11 budget is robust and that the Council is well-placed, for the moment, to deal with any unforeseen expenditure.

11. RECOMMENDATION

The Cabinet is asked to recommend to February Council:

- ◆ **Approval of the proposed MTP, budget and Financial Plan (Annexes D, G and H)**
- ◆ **Approval of a Council Tax (Band D) increase of £3.02 for 2010/11.**
- ◆ **Approval of the delegation to the Director of Commerce and Technology for using the Special Fund as conditioned in paragraph 5.3 above.**

ACCESS TO INFORMATION ACT 1985

Grant Settlement Information – Files in Financial Services
Working Papers - Files in Financial Services
Project Appraisals
2009/10 Revenue Budget and the 2010/14 MTP

Contact Officer: Steve Couper, Head of Financial Service
☎ 01480 388103

ANNEXES

- A** Assumptions
- B** Main changes between MTP approved February 2009 and this Report (post December changes highlighted)
- C** Changes between December Draft and this report
- D** Overall Financial Summary to 2024/25
- E** Financial Plan - Sensitivity and Risks & Future level of Reserves
- F** Reserves and the Robustness of the 2009/10 Budget
- G** Proposed Revenue Budget 2010/11 – Full service costs basis
- H** Proposed Budget and MTP – Controllable Budget basis showing Direct Services and Support Services with their MTP bids over the 5 year MTP period. Those schemes where further approval is required before they can commence are highlighted.

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ASSUMPTIONS

Starting point for this year's review:

APPROVED BUDGET / MTP	09/10 £M	10/11 £M	11/12 £M	12/13 £M	13/14 £M	14/15 £M	15/16 £M	16/17 £M	17/18 £M	18/19 £M
Net Spending	23.4	25.8	27.2	28.5	29.6	30.8	32.4	33.7	35.0	36.5
Less unidentified reductions		-0.5	-1.5	-3.2	-6.5	-6.8	-7.5	-7.9	-8.2	-8.7
Net Funding required	23.4	25.3	25.7	25.3	23.1	24.0	24.9	25.8	26.8	27.8
Funding										
Government support	-12.6	-12.9	-13.5	-14.0	-14.4	-14.7	-15.1	-15.5	-15.9	-16.3
Council Tax	-7.0	-7.4	-7.8	-8.3	-8.8	-9.3	-9.8	-10.3	-10.9	-11.5
Deficit met from Reserves	-3.8	-5.0	-4.4	-3.0						

Revised Assumptions

Pensions

Employer's pension contributions are based on the valuation made by the independent actuary and the next one is due in late 2010 and will provide the new rates for 2011/12 onwards. It will be significantly affected by the market value of equities when the valuation is carried out but it is becoming clear that increases must be allowed for. In deciding the phasing of these the actuary will balance the need for the Fund to be 100% funded as soon as possible with the need to spread this payment so that it is affordable in the current economic circumstances.

It has therefore been assumed that the contribution rate will rise by 1.5% per year (previously 1%) for 6 years starting in 2011/12. There is a risk that the actuary will determine a different amount and his decision should be available next November.

Concessionary Fares

Concessionary Fares will be transferred to the County Council from April 2011. Whilst we will save the amounts we are currently spending (including the estimated increase in the MTP) there is a potential major difficulty of the DCLG being unable to introduce a change to the grant formula that is fair to all. It is understood that DCLG recognise this problem and so the MTP is based on a neutral result. The risk remains that there could be a significant net loss

Because of the size of the grant loss the impact will be phased in by the "floors and ceilings" which have previously disadvantaged the Council.

Government General Grant

It is expected that the amount to be distributed will be a real terms cut for District Councils because of the economic situation and the perceived priorities of Education and Social Services. The forecast now assumes no cash increase (previous assumption +1% per year) over the next review period (2011/12 to 2013/14) and that this will then increase to a 2½% cash increase per year.

The formula changes are too complex and uncertain to model so no assumed change has been made but the risk is most certainly on the downside.

The Government has a system of protections still in place for those authorities which they have calculated should be receiving less grant. Unfortunately this is funded by those authorities that are due to receive increases in grant like Huntingdonshire and so this Council has now lost over £6M, including interest. The table below shows the change in assumptions on the level of grant (the removal of general grant relating to concessionary fares in 2011/12 is ignored to avoid distorting the underlying impact):

GRANT* FUNDING	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19
	£M	£M	£M	£M	£M	£M	£M	£M	£M	£M
Current Approved Plan										
True grant forecast	13.2	13.4	13.7	14.0	14.4	14.7	15.1	15.5	15.9	16.3
Less withheld to protect others	-0.6	-0.4	-0.2							
Total	12.6	12.9	13.5	14.0	14.4	14.7	15.1	15.5	15.9	16.3
Proposed Plan										
True grant forecast	13.2	13.4	13.4	13.4	13.4	13.7	14.1	14.4	14.8	15.2
Less withheld to protect others	-0.6	-0.4	-0.2							
Total	12.6	13.0	13.2	13.4	13.4	13.7	14.1	14.4	14.8	15.2
LOSS (-)		+0.1	-0.3	-0.6	-1.0	-1.0	-1.0	-1.1	-1.1	-1.1

*Grant includes Revenue Support Grant and NNDR which are *in aggregate* distributed in line with the grant formula.

Tax Base

TAX BASE	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19
	£	£	£	£	£	£	£	£	£	£
Band D Properties										
Number	57,960	58,580	59,166	59,698	60,176	60,537	60,900	61,266	61,633	62,003
% increase		1.1%	1.0%	0.9%	0.8%	0.6%	0.6%	0.6%	0.6%	0.6%

Inflation

The biggest item will always be pay inflation and this forecast is based on 1% for April 2010, 2011 and 2012 following the Government's Pre-Budget Report (previously 2% in 2011 and 2.5% in 2012) with 2.5% thereafter. This should not be taken as an assumption that the actual award will be at or even around these levels but simply a current estimation that general pay rises may be at these sorts of level. This has a significant impact on spending levels.

Inflation on some other areas has also been adjusted, particularly utilities, where recent retendering has resulted in net reductions, and to balance recharges. The table below highlights the differences over the next four years:

	From	09/10	010/11	11/12	12/13
	To	10/11	011/12	12/13	13/14
pay		1%	1%	1%	2.5%
prices					
expenditure		2%	2%	2%	2%
fees & charges		2%	2%	2%	2%
electricity		-5%	4.4%	11.5%	5%
gas		-18%	0%	4.5%	18%
fuel		16.4%	7.5%	10%	10%

Interest Rates

The Council has been largely protected from the fall in interest rates through having a number of investments locked into higher rates. As these come to an end over the coming year our returns will fall but will initially be offset, in part, by low borrowing rates.

It has been assumed for the purpose of the forecast that borrowing will be for a mix of periods with current long period rates being significantly higher than short ones. In practice, there will be some opportunity to achieve lower investment rates by borrowing short until long term rates dip.

Given the general lower level of reserves that will remain and concerns about the safety of borrowers the Council has limited the institutions and the periods for which it will borrow which also reduces the rate that will be achieved. When borrowing rates are higher than lending rates the Council can borrow its own money for capital funding on a temporary basis.

The table below shows the assumed interest rates used in the MTP for additional borrowing and investments:

Average Rates	2009/10	2010/11	2011/12	2012/13
Investment	0.75%	1.20%	2.20%	4.00%
Borrowing	0.75%	1.20%	2.69%	4.31%

Capital Spending Variations

Provision for capital spending was reduced in the December Draft from 2015/16 onwards to £5.125M per year (cash prices) to reflect the proposed bid levels for 2014/15. This represents a reduction of £270k.

The ongoing impact of replacing wheelie-bins has now been added to this total. It ranges between £284k and £540k per year.

Assumptions unchanged from the December report.

Council Tax Level

The forecast has been based on only raising Council Tax levels by 2.49% per year. This will be reviewed in the light of the latest information when the tax is formally set in February for 2010/11.

The impact on the Council's income is shown below:

COUNCIL TAX	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19
Current Approved Plan										
Council Tax level	£121.15	£127.20	£133.55	£140.21	£147.21	£154.55	£162.26	£170.36	£178.86	£187.79
Council Tax Income	£7.0M	£7.4M	£7.8M	£8.3M	£8.8M	£9.3M	£9.8M	£10.3M	£10.9M	£11.5M
Proposed Plan										
Council Tax level	£121.15	£124.17	£127.26	£130.43	£133.68	£137.01	£140.42	£143.92	£147.50	£151.17
Council Tax Income	£7.0M	£7.2M	£7.5M	£7.8M	£8.0M	£8.3M	£8.6M	£8.8M	£9.1M	£9.4M
Reduction in income		-£0.2M	-£0.3M	-£0.5M	-£0.8M	-£1.0M	-£1.2M	-£1.5M	-£1.8M	-£2.1M

Adjusted for revision to tax base assumptions

Use of Revenue Reserves

£16.6M is available to cover the 2009/10 and forecast funding deficits on a temporary basis and thus give the Council time to phase in the necessary spending adjustments over the next few years. (£19.6M less £3M that needs to be retained on an ongoing basis)

SUMMARY OF SIGNIFICANT BUDGET VARIATIONS
(Variations from the draft December report are shown in *bold italics*)

Refuse and Recycling

Following a shared procurement exercise undertaken jointly with Fenland and Cambridge City Councils significant savings are expected in the recycling of dry waste. These savings amount to £259k next year and £235k p.a. thereafter. The sum payable is dependant on changes in an index of recycled materials.

The cost of replacing wheelie bins at the end of their life has been reviewed and requires significant capital expenditure to be included in the MTP and Forecast (£144k rising to £540k per year). There is some limited off-setting benefit though as the revenue contribution to the R&R fund will no longer be needed (-£260k in 2009/10 and then -£85k per year ongoing).

Public Conveniences

The contract for cleaning the District's 9 public conveniences will come to an end in March 2010. St Ives and Ramsey Town Councils have indicated that they may take over responsibility for maintaining some of the conveniences. Consideration will be given to alternative means of providing the other conveniences to avoid closure from 1st April.

Transferring responsibility will save the District Council £156k of revenue costs per year from next year. The capital programme includes provision for new public conveniences at the new Huntingdon Bus Station (£75k) and Ramsey Library (£25k).

Planning Policy and Conservation

Provision for Local Development Framework examinations (£500k spread over three years), preparations for the introduction of the Community Infrastructure Levy (£60k) and a reduction in Conservation Grants from £57k to £37k per year.

Planning and Housing Delivery Grant for 2009/10 has now been notified at £721k, £141k is still needed to meet the savings target earmarked to grants and so a net £580k has now been included.

Economic Development

A reduction of £2M in the Housing Growth Funding available for Huntingdon West. Although the number of enquiries and letting of smaller units have increased in the last three months, the recession has had an impact on income from rents for commercial properties. The potential reduction of £100k over two years is based on an analysis of the current portfolio which shows three of the larger premises vacant at the same time and a "churn" of small business as a result of liquidations/closures and new start-ups.

£25k for St Neots Sustainable Urban Extension - Supplementary Plan and £30k for Huntingdon Town Centre - Retail Strategy Support are also included on the basis that most of the cost will be saved in later years. Significant capital schemes previously approved include Huntingdon Town Centre Development and the construction of new starter units in St Ives.

Parks and Open Spaces

Reductions in provision for the Huntingdon Riverside scheme of £550k, Year 5 provision for Play Equipment & Safety Surface Renewal £60k. Extra Housing Growth Fund money for St Neots Green Corridor £210k. Extra maintenance funds for Pavilions £8 per year.

£60k of the R&R fund spend has been transferred to Capital.

Leisure Policy and Development

Substantial reduction in the Arts Development Service producing a £135k saving by 2012/13.

Leisure Centres

Significant extra capital investment in St Neots (£1.949M) and St Ives (£1.955M) is included but these redevelopments are expected to generate a revenue return more than sufficient to cover the cost of the capital investment and the extra running costs to make a positive contribution to the Leisure Centre Savings Target. ***Some rephasing of schemes.***

Provision is made for the receipt of a County Council contribution to capital maintenance costs which has been delayed and continuation of the capital maintenance provision to 2014/15.

Adjustments have been made to the savings target to reflect the MTP variations but also a delay in their achievement resulting in extra costs of £300k this year and £392k next year which is redeemed in later years. ***Further adjustments made which show the target being exceeded within the MTP period.***

Community Initiatives

Community Facilities Revenue Grants extended (£60k 2014/15 onwards)

Community Safety

A recent staffing restructuring will generate savings of £72k per year from next year.

Housing Services

The negative figure in 2010/11 is the capital receipt from the sale of the mobile homes which were purchased to minimise the relocation costs while the contaminated land was dealt with on the site. ***Allowance made for Mortgages being repaid (circa £15k per year).***

Private Housing Support

Social Housing Grant investment has been adjusted to £500k per year for remainder of MTP period. £25k per year from 2011/12 to continue to fund Safer Homes Scheme following end of grant support. One-off capital saving of £92k relating to Decent Homes scheme. Capital provision for Disabled Facilities Grants and Repairs Assistance is retained and extended to include 2014/15.

Transportation Strategy

The Capital programme retains a range of programmes, a number providing joint funding with the County Council, which have been extended to 2014/15. £537k is included in 2010/11 as a contribution to the St Neots Pedestrian Bridge.

Public Transport

The Council faces increased costs resulting from the usage of the concessionary bus fare scheme. These additional costs of £365k per year rising to an estimated £400k next year as a result of St Ives Guided Bus. Capital provision mainly relates to the Huntingdon Bus Station redevelopment. ***Additional grant of £120k will be received next year and the service will transfer to the County Council in 2011/12.***

Car Parks

Capital funding for car park repairs (£237k) over 3 years from 2012/13. Additional funding (£1.5M) included to provide a total of £3.3M for extra car parking in Huntingdon Town Centre to allow redevelopment to take place. This results in additional revenue costs initially but converting to a scheme surplus when parking demand has risen sufficiently. £40k per year assumed loss of car parking income at St Ives due to Guided Bus car park being free.

Provision for introducing charging at car parks which are not currently charged for is assumed to commence in June 2010 with the net increase in income rising from £100k to £125k in a full year. The Car Park Working Party is to consider which car parks and relevant charges. ***Capital provision for signage and extra machines of £31k has been provided.***

An NNDR charge for Huntingdonshire Riverside car park has now been assessed and so £15k per year has been provided.

Environmental Improvements

Capital contribution from County Council towards Heart of Oxmoor delayed to 2010/11 due to market conditions delaying sale of the related housing land.

Environmental Strategy

Various projects resulting in additional revenue spending of £335k and capital spending of £150k over the MTP period.

A Building Efficiency Improvements scheme is also included which is partly grant funded and forecast to create eventual savings of £40k per year after allowing for financing costs. Part of this scheme is likely to be undertaken in Leisure Centres and so the saving has been discounted by 50% to avoid double counting with the Leisure Centres saving target.

Administrative Services

The impact of the recession and continuing competition from the private sector has resulted in a reduction in income from property searches. This has been offset recently by an increase in the number of searches received, which is likely to continue as the property market recovers and Government announcements on changes to statutory charges for personal searches. Land Charges income is anticipated to fall by up to £50k on this year's approved budget.

Democratic Representation

An adjustment is needed to reflect the Council's decision to maintain the existing system of election by thirds as opposed to the proposal for all-out elections included in the approved MTP.

Offices

Savings of £489k capital leading to a revenue saving due to accommodating staff in new buildings so that Castle Hill House can be sold. This sale, together with that of the site fronting St. Mary's Street, results in the large negative capital value (-£1,810k) in 2012/13.

Centenary House rental has been transferred from capital to revenue in the current year (£64k).

IMD related

Considerable efforts are being made to generate economies in the IMD budget. This has already resulted in savings of £52K on the approved 2009/10 budget and further significant ongoing savings are currently under investigation.

Funding future PC replacements from capital rather than revenue will switch £252k pa of costs from revenue to capital.

Correction of removal of £78k of business systems expenditure from 2014/15 onwards.

Other

A restructuring of Central Services staff has realised a saving of £105k. Further capital expenditure savings are expected on Document Centre equipment replacements (£67k) but extra provision is made for Multi-functional Devices (£43k) and Scanning Equipment (£51k).

Technical

Transfer of staff overheads from capital to revenue as a result of a change to the accounting rules is partly offset by extra staff time on capital schemes. Some of these adjustments are on individual schemes under individual services.

A total refund of VAT in 2009/10 of **£680k** is estimated (previously £780k) with a possibility of a further sum next year.

Provision is included for capital inflation as the MTP is produced at a 20010/11 price base.

VAT partial exemption was reintroduced this year after a two year break and some **further (-£130k per year)** adjustment has been made to the previously forecast cost.

Investment interest, inflation, cost of borrowing and the outstanding spending adjustments target are all included within this section.

Changes in interest rates have had a beneficial impact (circa £180k over MTP period).

Inflation on utilities has been lower than expected in the recent retendering leading to reductions in the inflation provision. An adjustment to balance inflation on recharges has also been made. The allowance for pay inflation has been reduced to 1% in 2011/12 and 2012/13 following the Pre-Budget Statement. This is significantly off-set by the inflation element of the reduced spending adjustments required in the period – see below.

The provision for capital inflation has been updated and reduced. (circa £80k)

DCLG have now proposed that accrued leave will no longer have an impact on the Council's net spending and so the provision has been removed (£150k in 2009/10 only).

The staff turnover allowance will not be achieved in the current year and the funding difficulties that Local Authorities are expecting to face are likely to reduce further the number of staff changing jobs. £250k p.a. has therefore been provided for three years in the MTP.

As a result of the changes the Unidentified savings target has significantly reduced in 2013/14 and 2014/15 thus giving a more even increase in the target.

Adjustment has been made to the forecast outturn for 2009/10 to reflect a significant number of minor items that do not merit MTP adjustments individually. (+£153k)

It has been assumed that £1.2M of lower than budgeted spending in 2009/10 will be transferred to a Special Reserve to support the achievement of permanent savings reductions.

An adjustment has been made in the recharge from revenue salaries to capital (£48k).

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VARIATIONS FROM DECEMBER REPORT

REVENUE VARIATIONS (- = less cost)		REVENUE					
		2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2014 2015
Bid No.	Scheme	£000	£000	£000	£000	£000	£000
	DECEMBER DRAFT	22,873	25,039	23,664	23,359	20,686	20,361
307	Wheelie bin replacements		-260	-85	-85	-85	-85
	Stray Dog Kennels		6	6	6	6	6
	Environmental Health Savings			2	2	2	2
	Housing and Planning Delivery Grant	-580					
	Conservation Grants	-7					
	Parks R&R Fund Revenue/Capital transfer	-60					
896	St Ivo LC - Football Improvements	16	16				
636	RLC Fitness Equipment	-21					
922	St Ivo Redevelopment	-43	-41				
897	St Ivo outdoor energy generation	12					
	Unidentified Leisure Savings Target	-16	2	49	73	126	103
863	Community Facilities Grants						60
	Ramsey Library (£120k capital receipt 2010/11)			-12	-12	-12	-12
	Mortgages fall out	13	15	15	16	17	18
912	Concessionary Fares - Grant increase		-120	-120	-120	-120	-120
	Concessionary Fares - Transfer to County			120	120	120	120
	NNDR - Riverside Car Park	15	15	15	15	15	15
938	Centenary House Rental	64					
891	Business Systems						78
	Desktop Replacements (T/F to Capital)	-20					
	E-marketplace rephasing	4	3	4	-3	-3	-3
	Accrued leave requirement withdrawn	-150					
	VAT refund	100					
	Turnover Allowance		250	250	250		
	VAT Partial exemption	-130	-130	-130	-130	-130	-130
	Recharges to Capital		48	48	48	48	48
	Catch Up inflation adjustment	-23	-62	-62	-62	-62	-62
	Inflation		50	-70	-238	185	250
	2009/10 Forecast	153					
	Interest	-3	94	352	62	13	36
	Borrowing Costs	5	-75	-386	-75	-18	4
	Unidentified Savings				-100	1,489	653
	Transfer to Special Reserve	1,200					
THIS REPORT		23,401	24,848	23,660	23,127	22,278	21,342

FUNDING VARIATIONS (- = less used or available)							
DECEMBER DRAFT		22,873	25,039	23,664	23,359	20,686	20,361
	Use of Revenue Reserves	506	-193	-424	-896	898	113
	Government Support		-19	334	575	609	781
	Collection Fund Deficit	22	-35				
	Council Tax (increased base)		56	86	89	85	87
THIS REPORT		23,401	24,848	23,660	23,127	22,278	21,342

CAPITAL VARIATIONS (- = less cost)		NET CAPITAL					
		2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2014 2015 £000
Bid No.	Scheme						
	DECEMBER DRAFT	14,109	9,439	8,045	4,070	5,221	5,003
	Parks R&R Fund Revenue/Capital transfer	60					
897	St Ivo outdoor energy generation	-127	127				
863	Community Facilities Grants	38	-18				
363	Ramsey Transport Strategy	-41			41		
876	Small Scale - District Wide Partnership	7					
	Additional Car Park Charges (net)		31				
938	Centenary House Rental	-64					
892	Government Connect		20				
	Desktop Replacements (T/F to Capital)	20					
	Emarketplace	6					
	Ramsey Library (£120k capital receipt 2010/11)		-10				
	Wheelie bins		144	132	151	195	252
	Capital Inflation		77	-35	-200	124	-53
THIS REPORT		14,008	9,810	8,142	4,062	5,540	5,202

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FINANCIAL PLAN - SENSITIVITY AND RISKS

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

SPENDING ADJUSTMENTS REQUIRED IN YEAR **	2011/12	2014/15	2019/20	2024/25
	£000	£000	£000	£000
	£M	£M		
Already required by MTP/Financial Plan	+1.0	+5.8	+8.5	+10.5
Implications of other changes				
1.5% pay award in 2011/12 and 2% in 2012/13	+0.1	+0.4	+0.5	+0.6
0.5% extra pay award per year from 2013/14 onwards	+0.0	+0.3	+1.1	+2.4
Extra 0.5% inflation per year 2010/11 onwards	+0.0	+0.1	+0.2	+0.3
1% higher interest rates 2010/11 onwards &&	-0.1	+0.1	+0.3	+0.5
0.5% extra employers pension contributions increase for 6 years from 2011/12.	+0.1	+0.3	+0.3	+0.4
1% cash decrease in Government Grant in 2011/12, 2012/13 and 2013/14	+0.1	+0.4	+0.4	+0.5

** The examples give the impact in the designated year but funding the impact of any increased costs before those points would increase the accumulated spending adjustments required.

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

The impact of investment rates is significantly diminished until borrowing begins to grow over the Medium Term. In the short term any spare funds will be used to temporarily delay the need to borrow externally.

Other Risks

Risks and Unknowns	Timescale
Impact of St Ives Guided Bus	Spring 2010
Government capping decision	May each year
Length and depth of recession – impact on interest rates, pay inflation, house building, Council income and expenditure.	ongoing
Government grant totals for 2011/12 to 2013/14 (may be delayed by election)	November 2010
Grant formula changes (may be delayed by election)	November 2010
Grant impact of Concessionary Fares transferring to County	November 2010
Pension Scheme revaluation	December 2010

Most of these risks are more likely to be adverse than beneficial.

Reduction in the availability of other Government Grants due to the national economic situation e.g. Housing and Planning Delivery Grant.

Inflation on Capital Schemes of 2.5% per year has been included in total within the plan. There have been examples of high tender prices on specific schemes but there is little objective data on which to base a higher inflation allocation or even to estimate a suitable contingency sum so no additional provision has been included. The Pathfinder House figures are now predominantly fixed prices.

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

Most budgets are based on 97.5% of salary due to the expectation of savings from staff turnover. This is not being achieved and extra provision has been included to cover part of the impact.

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

The Medium Term Plan is based on the assumption that further spending adjustments of £6.1M are required by 2014/15. If these are not identified promptly there is the possibility that revenue reserves will have been used before they are achieved thus exacerbating the problem.

Reserves are planned to fall to a minimum level of £3M before being gradually increased to £4M by the end of the Forecast period.

Conclusion

Spending Adjustments of a further £6.1M by 2014/15 and £10.6M by 2024/25 are required by the financial plan and there is potential for this to increase, particularly if economic recovery is delayed, savings are difficult to achieve or the Government reduces grants by even more than anticipated.

Prompt action is therefore necessary to take maximum advantage of the remaining time provided by remaining reserves to identify optimum adjustments which should have less impact on service levels. Achievement of the MTP will become increasingly uncertain in the future without an established list of achievable adjustments that can be implemented as the need is confirmed.

FINANCIAL PLAN - FUTURE LEVEL OF RESERVES

The MTP is based on net spending falling from £24.8M in 2010/11 to £21.3M by 2014/15 (Gross spending will be approaching £90M of which about £35M is reimbursed by the Government for Housing and Council Tax benefits). Reserves are expected to fall to £3M by 2014/15.

Adequate reserves are critical for various reasons:

Inflation

If pay awards, inflation and pension rates were 1% more than expected in 2014/5, and there was not the time or ability to increase fees and charges to mitigate it, the cost would be about £600k

Cash Flow

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

Major failure of the computer systems for billing and recovering Council Tax, NNDR or other income. Impact is exaggerated because this Council takes the risk of late collection for the whole sum on Council Tax and NNDR for the area which amounts to £135M at present and would grow to, say, £156M by 2014/15.

One month's loss of interest is forecast to be around £550k.

Non achievement of Spending Adjustments

Spending adjustments of £6.1M are still to be identified by 2014/15.

Emergency/Disasters

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

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

Unplanned Spending

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

Loss of income

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

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

Invest to Save

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

Capping

Whilst capping continues there is no opportunity to use increased levels of Council Tax to replenish reserves. Higher reserves are therefore needed to allow savings to be achieved to replenish them in a planned and controlled way so that the impact on service delivery is minimised. It should be assumed that any significant financial shortfall may take 3 to 4 years to resolve.

Conclusion

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

The consequences of reaching a position where there are insufficient reserves can be draconian as it can result in the Council being required to cease paying staff and creditors for a period.

Our current reserves (£15.8M at March 2010) are clearly well above the necessary levels to cover these risks but it is considered that £3M is a sensible minimum level and that the Financial Plan continues to be based on this minimum level with provision for it to rise gradually to £4M by 2024/25.

RESERVES AND THE ROBUSTNESS OF THE 2010/11 BUDGET

The Local Government Act 2003 requires me, as the Council's Chief Financial Officer, to report on the robustness of the 2010/11 budget and the adequacy of reserves when you consider it and the consequent Council Tax.

Robustness

The Council has tended in recent years to underspend its budget. This demonstrates that it has budgeted prudently and that managers have taken a mature approach to budgetary control rather than simply spending any spare sums on low priority items. There are signs of this reducing due to the ongoing identification of required budget savings and the uncertain size and duration of the current recession.

The Internal Audit and Risk Manager considers that our internal financial controls are working adequately. There is also a sound system of financial monitoring and identification of any necessary budget variations that feeds into the budget/MTP process.

The 2010/11 budget has been prepared using the budget for 2009/10 as a base, and amending it for known changes, particularly:

- Inflation but only a 1% provision for pay awards – the most significant element.
- The impact of MTP schemes
- Future interest rates.

There will always be some items that emerge after the budget has been prepared. These are normally met by compensating savings elsewhere in the budget, or, if necessary, the use of revenue reserves.

The most significant potential risks to the budget are:

- Higher inflation or pay awards
- Further reductions in income due to the recession
- non-achievement of planned savings
- failure of a borrower
- an emergency (e.g. flooding)
- Reduction in the availability of Government Grants due to the national economic situation e.g. Housing and Planning Delivery.

Reduced Income

A 1% loss of income from fees, rents and charges would amount to around £180k but adjustments to the 2010/11 budget to reflect lower expectations already include Car Parking due to St Ives Guided Bus (£40k) and Industrial Rents (£60k).

Planned Savings

Planned savings for 2010/11 include a number of areas that have not been completed. These include some of the savings on Leisure Centres, £250k of unspecified grant income and the transfer or closure of public toilets.

Treasury Management

The maximum permitted with one counterparty is £12M but this is only possible where £6M of the sum is held in a liquidity account with that body. Liquidity Accounts allow recovery of investments on the same working day which substantially reduces the risk. Thus the practical limit is probably £6M which is limited to bodies with the highest credit rating or Building Societies with more than £2 billion in assets.

Emergencies

Certain types of eventuality are mitigated in other ways. Many significant risks are insured against, so losses are limited to the excesses payable. The Government's Bellwin Scheme meets a large proportion, over a threshold, of the costs of any significant peacetime emergencies (e.g. severe flooding).

Inflation

A ½% increase in general and pay inflation, assuming no compensating increase in fees and charges was possible, would result in a net cost of approximately £180k.

Interest Rates

A change in interest rates is currently not significant.

Revenue Reserves

These are estimated to be £15.8m at April 2010 and reduce to £11.2m by March 2011 in order to support revenue spending. This is still significantly above what would be considered a safe minimum level when considering 2010/11 in isolation but clearly not excessive given their planned use over the next few years.

Therefore, even if a number of unexpected additional costs emerged there would still be sufficient funding to cover the deficit for 2010/11.

Conclusion

Considering all these factors, I believe that the combination of a robust budget process and our current level of reserves should give Members no concerns over the Council's financial position for 2010/11.

However it is critical that significant time is invested in planning the spending adjustments for future years to avoid the Council being rushed into sub-optimum decisions as its reserves are run down.

Terry Parker
Director of Commerce and Technology

BUDGET SUMMARY	2009/10		2010/11
	Original	Forecast	Budget
	£000	£000	£000
Environmental Services			
Refuse Collection	3,576	3,193	3,372
Recycling	837	813	282
Drainage & Sewers	580	537	572
Public Conveniences	251	214	18
Environmental Health	2,575	2,247	2,545
Closed Churchyards	18	12	11
Street Cleaning & Litter	1,407	1,271	1,368
	9,244	8,287	8,168
Planning			
Development Control	1,391	1,231	1,197
Building Control	259	100	164
Planning Policy & Conservation	1,592	1,411	1,532
Economic Development	-660	-638	-601
Planning Delivery Grant	70	-579	35
	2,652	1,525	2,327
Community Services			
Countryside	672	642	631
Tourism	150	137	142
Community Initiatives	908	864	799
Parks	1,871	1,634	1,746
Leisure Policy	482	466	468
Leisure Centres	3,530	3,010	2,887
Community Facilities	194	38	141
	7,807	6,791	6,814
Community Safety			
Community Safety	1,058	945	1,031
	1,058	945	1,031
Housing Services			
Housing Services	897	914	959
Private Housing Support	2,526	2,016	2,300
Homelessness	574	513	538
Housing Benefits	842	1,016	1,191
	4,839	4,459	4,988
Highways & Transportation			
Transportation Strategy	1,152	455	1,234
Public Transport	760	1,042	964
Highways Services	101	99	96
Car Parks	-447	-448	-526
Environmental Improvements	442	438	421
	2,008	1,586	2,189
Corporate Services			
Local Taxation & Benefits	1,484	1,113	1,228
Corporate Management	1,848	1,709	1,739
Democratic Services	1,364	1,367	1,432
Central Services	466	553	549
Non Distributed Costs	256	232	250
	5,418	4,974	5,198
Other Expenditure			
Contingency	-677	-149	-484
Other Expenditure	-8,436	-3,824	-5,415
Investment Interest and Borrowing Costs	-535	-1,010	108
Unallocated Grants	0	-183	-76
	-9,648	-5,166	-5,867
Council Total	23,380	23,401	24,848

SERVICE BUDGET		2009/10		2010/11
		Budget	Forecast	Budget
		£000	£000	£000
Environmental Services				
Refuse Collection	Abandoned Vehicles	82	58	59
	Domestic Refuse	3,486	3,118	3,295
	Trade Refuse	8	17	18
		3,576	3,193	3,372
Recycling	Recycling	879	880	370
	Recycling Sites	-41	-67	-88
		838	813	282
Drainage & Sewers	Internal Drainage Boards	354	343	358
	Nightsoil Collection	10	10	10
	Watercourses	216	184	204
		580	537	572
Public Conveniences	Public Conveniences	251	214	18
		251	214	18
Environmental Health	Air Quality	109	98	109
	Animal Welfare	165	167	178
	Caravans And Camping	6	0	0
	Contaminated Land	181	153	175
	Eh Health & Safety	274	237	243
	Energy Efficiency	338	351	405
	Environmental Health General	12	11	-4
	Food Safety	502	440	483
	Health Promotion	46	33	48
	Licences	195	100	156
	Nuisances	346	314	335
	Pest Control	152	128	135
	Private Sector Housing	232	201	267
	Travellers	16	14	15
			2,574	2,247
Closed Churchyards	Closed Churchyards	18	12	11
		18	12	11
Street Cleaning & Litter	Littering	171	54	69
	Street Cleaning	1,236	1,217	1,299
		1,407	1,271	1,368
Environmental Services		9,244	8,287	8,168
Planning				
Development Control	Dc Advice	467	696	729
	Dc Application Processing	650	298	222
	Dc Enforcement	274	237	246
		1,391	1,231	1,197
Building Control	Bc Promotion & Enforcement	272	208	235
	B Regs Applications	-12	-108	-71
		260	100	164
Planning Policy & Conservation	A14 Inquiry	200	100	153
	Conservation & Listed Build	205	168	136
	Local Plan	746	663	740
	Planning Projects/Implement	251	276	305
	Trees	189	204	198
		1,591	1,411	1,532

SERVICE BUDGET		2009/10		2010/11
		Budget	Forecast	Budget
		£000	£000	£000
Economic Development	Business & Enterprise Support	254	253	260
	Markets	-37	-56	-50
	NNDR Discretionary Relief	28	53	29
	Property Development And Mgt	-1,102	-1,025	-1,068
	Town Centre Management	198	137	228
		-660	-638	-601
Planning Delivery Grant	Planning Grant Unallocated	70	-579	35
		70	-579	35
	Planning	2,652	1,525	2,327
Community Services				
Countryside	Barford Road Pocket Park	10		
	Countryside Management	216	265	260
	Hinchingbrooke Country Park	283	232	222
	Paxton Pits	119	104	106
	Miscellaneous Countryside sites	44	41	43
		672	642	631
Tourism	Tourism	150	137	142
		150	137	142
Community Initiatives	Community Projects	208	94	99
	Community Initiatives Mgt	222	227	221
	Equal Opportunities	39	34	38
	Sustainable Communities	65	63	69
	Miscellaneous Grants	374	446	372
	Oxmoor Action Plan	0		
		908	864	799
Parks	Parks & Open Spaces	1,814	1,568	1,690
	Pavilions	51	53	53
	Unallocated Land Survey	6	13	3
		1,871	1,634	1,746
Leisure Policy	Arts Development	178	179	157
	Leisure Development	284	287	311
	Policy And Strategic Mgt	20	0	0
		482	466	468
Leisure Centres	One Leisure Huntingdon	785	567	562
	One Leisure Ramsey	644	448	445
	One Leisure Sawtry	580	518	497
	One Leisure St Ives	1,147	667	708
	One Leisure St Neots	903	718	666
	Leisure Centres Overall	-529	92	9
		3,530	3,010	2,887
Community Facilities	Leisure Grants	171	16	120
	Priory Centre	23	22	21
		194	38	141
	Community Services	7,807	6,791	6,814

SERVICE BUDGET		2009/10		2010/11
		Budget	Forecast	Budget
		£000	£000	£000
Community Safety				
Community Safety	C C T V	765	675	701
	Community Safety	293	270	330
		1,058	945	1,031
	Community Safety	1,058	945	1,031
Housing Services				
Housing Services	Choice Based Lettings (Ex Chr)	62	103	105
	Housing Advice	350	242	255
	Housing Strategy	145	311	327
	Waiting List	313	224	235
	Other housing services	28	34	37
		898	914	959
Private Housing Support	Home Improvement Agency	98	76	84
	Housing Associations	1,235	765	783
	Housing Surveys	23	25	26
	Renovation/Improvement Grants	1,169	1,150	1,407
		2,525	2,016	2,300
Homelessness	Accommodation For Homeless	104	73	70
	Homelessness Management	279	288	311
	Homeless Prevention	92	53	56
	Hostel Support	99	99	101
		574	513	538
Housing Benefits	Housing Benefits Admin	953	1,014	1,126
	Rent Allowance Local Scheme	23	18	18
	Rent Allowance National Scheme	-262	-91	-53
	Temporary Accommodation Support	127	75	99
		841	1,016	1,191
	Housing Services	4,838	4,459	4,988
Highways & Transportation				
Transportation Strategy	Cycling	33	25	29
	Environmental Management	0		
	Transportation Management	113	137	160
	Transport Schemes	1,006	293	1,045
		1,152	455	1,234
Public Transport	Bus Shelters	72	76	96
	Bus Stations	102	100	72
	Concessionary Fares	586	866	796
		760	1,042	964
Highways Services	Street naming	101	99	96
		101	99	96
Car Parks	Car Park Assets	108	98	116
	Car Park Management	-679	-590	-753
	Car Park Policy	124	44	111
		-447	-448	-526
Environmental Improvements	Env Imps Management	105	102	83
	Environmental Imps Schemes	337	336	338
		442	438	421
	Highways & Transportation	2,008	1,586	2,189

SERVICE BUDGET		2009/10		2010/11
		Budget	Forecast	Budget
		£000	£000	£000
Corporate Services				
Local Taxation & Benefits	Council Tax	1,186	857	891
	Council Tax Benefits	259	291	339
	N N D R Administration	39	-35	-2
		1,484	1,113	1,228
Corporate Management	Chief Executive & Management Team	809	774	800
	External Audit	126	151	153
	Public Accountability	807	667	669
	Treasury Management	106	117	117
		1,848	1,709	1,739
Democratic Services	Corporate Committees	446	515	538
	Member Allowances & Support	918	852	894
		1,364	1,367	1,432
Central Services	Elections	379	436	514
	Emergency Planning	67	69	70
	Land Charges	20	48	-35
		466	553	549
Non Distributed Costs	Pensions	256	232	250
		256	232	250
Corporate Services		5,418	4,974	5,198
Other Expenditure				
Contingency	Efficiency Savings Contingency	-242	-141	-255
	Other Contingencies	-435	-8	-229
		-677	-149	-484
Other Expenditure	Capital Charges Reversed	-7,137	-5,592	-6,787
	Commutation Transfer	-18	-18	0
	Pensions Liabilities Reversed	-1,421	1,229	1,229
	V A T Partial Exemption	140	0	143
	Contribution to special reserve	0	1,200	0
	Other income	0	-643	0
		-8,436	-3,824	-5,415
Investment Interest and borrowing costs	-535	-1,010	108	
Unallocated grants	0	-183	-76	
	0	-183	-76	
Other Expenditure		-9,648	-5,166	-5,867
COUNCIL TOTAL		23,380	23,401	24,848

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PROPOSED BUDGET AND MTP

Controllable Budget basis showing Direct Services and Support Services with their MTP bids over the 5 year MTP period.

The following sheets have been colour coded as explained below to signify any schemes requiring approval before commencement.

The coding is based on:

- ★ Routine items that just happen to be Capital should be treated the same as base revenue budget i.e. no further approval required.
- ★ Small or unavoidable items do not require approval though some replacements of assets and Invest to Save schemes require COMT approval.
- ★ Significant schemes require approval from Cabinet.
- ★ Items reliant on ensuring the “trading” position is robust (e.g. leisure and industrial estate) would require Director plus Executive Councillor agreement.

The colour coding show this as follows:

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

Late information

Since the budget was completed it has emerged that there will be a saving of around £185k on the capital replacement of printing equipment. The impact of this (circa £40k in a full year because printing equipment is assumed to have a life of 5 years) will be included in next year's MTP review.

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MEDIUM TERM PLAN			REVENUE							NET CAPITAL								
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP				
				Budget	Outturn		2011	2012	2013	2014	2009/	2009/		2010	2011	2012	2013	2014
Service	Bid	Scheme	2008/ 2009	2009/ 2010	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2014 2015	2009/ 2010	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2014 2015	
No.			£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
DIRECT SERVICE COSTS (Excluding capital costs and staff recharge)																		
ENVIRONMENTAL SERVICES																		
Refuse Collection and Recycling																		
		Recycling Gate Fees				-250	-217	-217	-217	-217								
	650	Recycling Credits				-17	-34	-34	-34	-34								
		Charges for Refuse Bins				-8	-8	-8	-8	-8								
		Provision for Bin Replacements				-260	-85	-85	-85	-85			144	132	151	195	252	
						-535	-344	-344	-344	-344								
			2,303	2,407	2,390	1,991	2,182	2,182	2,182	2,182			144	132	151	195	252	
Drainage & Sewers																		
			365	417	408	425	425	425	425	425								
Public Conveniences																		
	302	New Public Conveniences									217		100					
		Maintenance of Toilets			-30	-30												
		Transfer to other Councils/bodies				-156	-156	-156	-156	-156								
						-156	-156	-156	-156	-156								
			100	156	140	0	0	0	0	0	217		100					
Environmental Health & Strategy																		
	308	Stray Dog Kennels			-5	-5	1	1	1	1	15							
	911	House Condition Survey				-10	40	-10	-10	-10								
		Air Quality Monitoring Equipment				-20	-30						20	30				
		Additional Charges				-2	-2	-2	-2	-2								
	879	Environment Strategy Funding			55	55	55	55	55	55	50	69	50	55	55	55	55	
	880	Sustainable Homes Retrofit			15	15	15	10			120	202	40	-470				
	881	Climate Change Adaptation Study			15	15	15											
	882	Energy and Water Efficiency			25	25	20	20	20									
	883	Decentralised and Renewable Energy - District Appraisal			25	25												
	915	St Neots ESCO Study					50											
	918	Building Efficiency Improvements (Salix Grant)						-25	-58	-77	-103				100	58	77	78
	918	Building Effic. Imps (Potential LC prportion)						12	29	38	51				-50	-29	-38	-39
	676	Taxi Survey			20													
						174	31	35	5	-8								
			77	202	87	206	63	67	37	24	185	271	110	-335	84	94	94	

MEDIUM TERM PLAN			REVENUE							NET CAPITAL							
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP			
				Budget	Outturn		2010	2011	2012	2013	2014	Budget		Outturn	2010	2011	2012
Service Bid Scheme No.	2008/2009 £000	2009/2010 £000	2009/2010 £000	2010 £000	2011 £000	2012 £000	2013 £000	2014 £000	2015 £000	2009/2010 £000	2009/2010 £000	2010 £000	2011 £000	2012 £000	2013 £000	2014 £000	2015 £000
Closed Churchyards			6	5	5	5	5	5	5								
Street Cleaning and Litter			929	948	923	982	982	982	982	982							
PLANNING																	
Development Control																	
901	Planning Fees - reduced income			50	50												
			-807	-931	-875	-996	-996	-996	-996	-996							
Building Control																	
			-424	-517	-521	-526	-526	-526	-526	-526							
Planning Policy and Conservation																	
465	Local development framework inquiry			116	116	-5	-5	-5	-5	-5							
903	Local Development Framework examinations					200	200	100									
904	Community Infrastructure Levy - Preparations					30	30										
739	Proposed use of Planning Delivery Grant (part)			15	15	5	5										
	Conservation Grants				-7	-20	-20	-20	-20	-20							
358	Ramsey Rural Renewal			12	12	5	5	3		52	20	43					
852	Corporate Commercial Property Advice			15	15	15											
853	Huntingdon Town Hall			10	10	10											
907	St Neots Sustainable Urban Extension - Suppl. Plan					25			-20								
908	Huntingdon Town Centre - Retail Strategy Support					30		-15	-15								
875	A14 Inquiry			200	51	149											
909	Great Fen Project - Governance arrangements				10	20	20	20	20								
						464	235	83	-40	-25							
			279	552	506	655	426	274	151	166	52	20	43				
Markets																	
			-129	-156	-154	-161	-161	-161	-161	-161							

MEDIUM TERM PLAN			REVENUE							NET CAPITAL							
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP			
				Budget	Outturn		2011	2012	2013	2014	2009/	2009/		2010	2011	2012	2013
Service	Bid	Scheme	2008/ 2009	2009/ 2010	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2014 2015	2009/ 2010	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2014 2015
No.			£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Economic Development																	
	851	Empty Property Rates on Council Units				30	30	30	30	30							
		Industrial Rents - shortfall		80	120	60											
	239	New Industrial Units					-37	-65	-65	-65	935	469	575				
	239	Earmarked Capital Receipt already received									285	285					
	657	Creative Industries Centre, St Neots							-30	-6							
	509	Industrial Estate Repairs									31	26					
	401	Huntingdon Town Centre Development				86								552	334		
	224	Town Centre Developments										21		210	64		
	850	Huntingdon West Development (Housing Growth Fund)															
	703	Heart of Oxmoor									-300	87	-1,829				
	365	Huntingdon Marina Improvements									54		62				
						176	-7	-35	-65	-41							
			-1,100	-1,235	-1,117	-1,143	-1,326	-1,354	-1,384	-1,360	1,005	888	-1,192	762	398		
Planning Delivery Grant																	
	739	Proposed use of Planning Delivery Grant (part)		70		35	35										
		Additional Housing & Planning Grant (net of saving req)			-580												
						35	35										
			-252	70	-580	35	35										
COMMUNITY SERVICES																	
Community Facilities																	
	863	Community Facilities Grants (Part)									105	50	37	69	69	69	69
			16	81	21	82	82	82	82	82	105	50	37	69	69	69	69
Tourism																	
			39	48	43	43	43	43	43	43							
Countryside																	
	807	Hinchingbrooke Park - Café extension		-16	-16	-33	-50	-50	-50	-50							
	855	St Neots Green Corridor (Housing Growth Fund)															
						-33	-50	-50	-50	-50							
			468	500	509	496	479	479	479	479							
Community Initiatives																	
	863	Community Services Grants (Part)		60	80	74	60	60	60	60							
		Ramsey Library Development					-6	-6	-6	-6			-5				
						74	54	54	54	54							
			569	472	506	443	423	423	423	423			-5				

MEDIUM TERM PLAN			REVENUE							NET CAPITAL												
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP								
			2008/ 2009 £000	2009/ 2010 £000	2009/ 2010 £000		2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2014 2015 £000	2009/ 2010 £000		2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2014 2015 £000			
Service Bid Scheme No.																						
Parks and Open Spaces																						
	808	Huntingdon Riverside		5							510	50										
	854	Play Equipment & Safety Surface Renewal									82	155	69	62	73	67	60					
		Parks R&R (Rev/Cap Transfer)			-60							60										
	914	Pavillion Repairs and Renewals						8	8	8	8											
								8	8	8	8											
								-59	13	-66	4	12	12	12	12	592	265	69	62	73	67	60
Leisure Policy																						
	845	Physical Activity Initiatives for Adults		13	13	32																
		Arts Development Service				-29	-70	-135	-135	-135												
						3	-70	-135	-135	-135												
						305	317	318	315	242	177	177	177									
Leisure Centres																						
	856	Sawtry Car Park									52	52										
	724	Fitness Equipment Sawtry LC					-10	-15	-15	-15				242								
	857	St Neots LC Development		-30		-83	-193	-233	-267	-267	1,300	1,634	1,233									316
	858	Huntingdon LC Development				-16	-31	-42	-107	-109												250
	859	Huntingdon LC Car Park Extension									85	65										
	860	Huntingdon LC Reception Modernisation									50	50										
	636	RLC Fitness Equipment		-1		-1	-5	-5	-5	-5	190		190									
	896	St Ivo LC - Football Improvements		-16		-16	-32	-32	-32	-32	206	-57										
	922	St Ivo LC Redevelopment		-39			-407	-422	-437	-452	745		2,700									
	897	St Ivo - Outdoor energy generation		-12		-12	-12	-12	-12	-12	127		127									
	861	Future maintenance		91	91	63	42				1,149	1,312	52	676	375	375	375					
	22	CCTV Improvements									12	22	10									
		Leisure Savings Target not yet identified		-79	-191	-375	-48	-49	29	6												
		Estimated need to rephase target				248	350	50	25													
						-90	-646	-785	-845	-885												
						1,085	1,040	1,190	974	417	279	218	179	3,916	3,078	4,312	918	375	625	691		

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MEDIUM TERM PLAN			REVENUE							NET CAPITAL							
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP			
			2008/ 2009 £000	2009/ 2010 £000	2009/ 2010 £000		2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2014 2015 £000	2009/ 2010 £000		2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000
Service Bid Scheme No.																	
COMMUNITY SAFETY																	
Community Safety																	
	864	Crime and Disorder - Lighting improvements									23	44	24	23	24	25	25
	865	CCTV - Camera replacements									81	95	81	81	81	75	82
	384	CCTV Extension of coverage										5					
			535	549	578	617	617	617	617	617	104	144	105	104	105	100	107
HOUSING SERVICES																	
Housing Services																	
	702	Mobile Home Park, Eynesbury									-168		-168				
		Mortgage Fall-out			13	15	15	16	17	18							
						15	15	16	17	18							
			31	28	35	29	29	30	31	32	-168		-168				
Private Housing Support																	
	866	Disabled Facilities Grants									1,050	803	1,000	800	800	800	800
	70	Housing Needs Survey		5	5	5											
51	867	Repairs Assistance			10	10	10	10	10	10	200	140	190	190	190	190	190
	730	Housing Need Study					8	8	8	8							
		Decent Homes - Thermal Efficiency and Category 1 H&S										-92					
	869	Social Housing Grant									991	500	500	500	500	500	500
		Social Housing Grant (externally funded)															
	910	Safer Homes Scheme					25	25	25	25							
						15	43	43	43	43							
			-66	-17	-6	0	28	28	28	28	2,241	1,351	1,690	1,490	1,490	1,490	1,490
Homelessness																	
		Priority Needs Scheme (End of temporary Savings)					42	42	42	42							
							42	42	42	42							
			168	206	219	220	262	262	262	262							
Housing Benefits																	
	813	Reduction in Benefits Admin Grant				34	68	103	103	103							
						34	68	103	103	103							
			-608	-564	-785	-632	-598	-563	-563	-563							

MEDIUM TERM PLAN			REVENUE							NET CAPITAL							
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP			
			2008/ 2009 £000	2009/ 2010 £000	2009/ 2010 £000		2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2014 2015 £000	2009/ 2010 £000		2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000
Service Bid Scheme No.																	
HIGHWAYS & TRANSPORTATION																	
Transportation Strategy																	
	870	Local Transport Plan									93	93	83	83	83	83	89
	871	Safe Cycle Routes									93	90	286	93	93	95	95
	872	St Neots Transport Strategy Phase 2									90	10	90	90	90	80	
	873	Accessibility Improvement /Signs in footpaths and car parks									35	35	35	35	30	30	30
	351	St Neots Pedestrian Bridges											537				
	874	Huntingdon Transport Strategy									80	63	80				
	362	St Ives Transport Strategy									82	80	140				
	363	Ramsey Transport Strategy									45	2	45	45	41		
			60	101	81	93	93	93	93	93	518	373	1,296	346	337	288	214
Public Transport																	
	912	Concessionary Fares (incl. grant increase)			365	280	-457	-457	-457	-457							
		Transportation Grants				-10	-10	-10	-10	-10							
	818	Railway Stations - Improvements									29	20	26				
	899	Bus Shelters - extra provision				7	10	10	10	10	41	6	41	41	42	42	
	625	Huntingdon Bus Station									900	32	890	-150	-150		
						277	-457	-457	-457	-457							
			806	543	938	833	99	99	99	99	970	58	957	-109	-108	42	
Highways Services																	
	844	Street naming and numbering		10	10	5	5										
						5	5										
			40	38	43	34	34	29	29	29							
Car Parks																	
	166	St Neots - Cambridge Road Car Park		4	4	4	4	4	4	4	89	9	80				
	461	Car Park Repairs										15			86	120	31
	480	Implementation of car park strategy				-15	-39	-73	-107	-141							
		St Ives Guided Bus impact on car park income			10	40	40	40	40	40							
	923	Extra Car Parking, Huntingdon Town Centre						168	129	38			380	3,000	-50		
		Additional Car Park Charges (net)				-100	-125	-125	-125	-125			31				
		NNDR - Riverside Huntingdon			15	15	15	15	15	15							
						-56	-105	29	-44	-169							
			-815	-1,029	-961	-1,073	-1,122	-988	-1,061	-1,186	89	24	491	3,000	36	120	31

MEDIUM TERM PLAN			REVENUE							NET CAPITAL											
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP							
				Budget	Outturn		2011	2012	2013	2014	Budget	Outturn		2010	2011	2012	2013	2014	2015		
Service	Bid	Scheme	2008/ 2009	2009/ 2010	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2014 2015	2009/ 2010	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2014 2015				
No.			£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000				
Environmental Improvements																					
	52	St Ives Town Centre 2 - Completion									425	3	10	20	425	509					
	876	Small Scale - District Wide Partnership									79	65	79	79	79	80	60				
	877	AJC Small scale improvements									86	86	86	86	86	90	86				
	878	Village Residential Areas										20	57	57	60	60	76				
	489	St Neots and Eynesbury										90									
	920	East of Sapley - Preliminary Costs				10	5									-15					
							5														
							40	37	47	46	41	41	41	41	590	264	232	242	635	739	222
CORPORATE SERVICES																					
Local Taxation and Benefits																					
	813	Reduction in Benefits Admin Grant					11	23	34	34	34										
							11	23	34	34	34										
							-891	-890	-854	-822	-810	-799	-799	-799							
Corporate Management																					
53		Mobile Communications Van					-4	-4	-4	-4	-4		-15								
		Savings - Pensions Increase end of extra cost						-18	-18	-18	-18										
							-4	-22	-22	-22	-22										
							779	815	847	855	837	837	837	837		-15					
Democratic Representation																					
	885	District Council Elections - No elections every fourth year						-67	-67					-80							
	825	Members Allowances Review							5								6				
	826	Electoral Administration Act							8								8				
									13					-80		14					
							523	563	590	601	588	588	508	602							
Central Services																					
	824	Land Charges - Cost variations							31		-19	-19	-19	-19							
											-19	-19	-19	-19							
							60	-68	51	51	32	32	32	32							

MEDIUM TERM PLAN			REVENUE							NET CAPITAL							
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP			
				Budget	Outturn		2010	2011	2012	2013	2014	Budget		Outturn	2010	2011	2012
Service Bid Scheme No.	2008/ 2009 £000	2009/ 2010 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2014 2015 £000	2009/ 2010 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2014 2015 £000		
OTHER EXPENDITURE																	
Investment Interest and Borrowing Costs																	
		Interest		-1,099	-1,046	-354	-445	-664	-587	-534							
		Interest (adjustment)					4	11	12	7							
		Borrowing early		-54	-54	-54	-54	-52	-34								
		Cost of borrowing		618	47	512	1,221	2,076	2,367	2,735							
		Cost of borrowing (adjustment)					3	2	2	1							
						104	729	1,373	1,761	2,209							
			-2,498	-545	-1,011	104	730	1,373	1,761	2,209							
Contingencies & Provisions																	
		VAT Partial Exemption		35	-85	-84	-75	-75	-75	-75	212	187	377	39	27	40	40
		Contingencies		-3	22	10	3	3	3	3							
		Revenue Inflation			-205	886	1,745	2,503	3,514	4,118							
		Temporary non-achievement of T/O allowance				250	250	250									
		Spending Adjustments still to be identified				0	-1,000	-2,599	-4,200	-6,119							
54		Schemes brought forward		250	274	274	274	274	274	274	700	700	700	700	700	500	500
		Schemes carried forward		-250	-274	-274	-274	-274	-274	-274	-700	-700	-700	-700	-500	-500	-500
						1,062	923	82	-758	-2,073							
			0	-676	-148	-522	-661	-1,502	-2,342	-3,657	212	187	377	39	227	40	40
Other Income & Expenditure (incl. Area Based Grants)																	
		Commutation Adjustment		-18	-18						18	18					
		Contribution to Special Reserve			1,200												
			-195	140	356	67	67	67	67	67	18	18					
TOTAL DIRECT SERVICES			1,739	3,620	3,753	4,331	3,074	2,637	1,789	879	10,646	6,976	8,598	6,720	3,872	3,869	3,270

MEDIUM TERM PLAN			REVENUE							NET CAPITAL							
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP			
				Budget	Outturn		2010	2011	2012	2013	2014	Budget		Outturn	2010	2011	2012
Service Bid Scheme No.	2008/ 2009 £000	2009/ 2010 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2014 2015 £000	2009/ 2010 £000	2009/ 2010 £000	2010 2011 £000	2011 2012 £000	2012 2013 £000	2013 2014 £000	2014 2015 £000		
MANAGEMENT UNITS & INTERNAL SUPPORT SERVICES																	
COMMERCE & TECHNOLOGY																	
Director																	
Management Unit			128	130	127	129	129	129	129	129							
Customer Services																	
Management Unit																	
	626	Wireless Working (Benefits and Revenues)														31	
			1,984	2,190	2,296	2,308	2,308	2,308	2,308	2,308						31	
Call Centre			600	607	585	626	626	626	626	626							
Customer Services Centres																	
	423	Community Information Project											11			11	
		Ramsey Library Development					-6	-6	-6	-6						-5	
			528	585	603	623	617	617	617	617	11					6	
			3,112	3,382	3,484	3,557	3,551	3,551	3,551	3,551	11	31				6	
Financial Services																	
Management Unit																	
		Temporary Savings re Restructuring		2	2	4	7	7	7	7							
			1,039	1,184	1,177	1,229	1,232	1,232	1,232	1,232							
Financial Services - Insurance			334	462	380	390	390	390	390	390							
Financial Services - Other																	
	919	E-Marketplace (part)			17	30	24	20	17	17			26				
			-63	68	85	94	88	84	81	81							
			1,310	1,714	1,642	1,713	1,710	1,706	1,703	1,703						26	
IMD																	
Telecommunications			94	100	89	102	102	102	102	102							
Helpdesk																	
	600	Network and ICT Services				-31	-37	-37	-37	-37							
		IMD Savings				-17											
		Desktop Replacements (T/F to Capital)			-142	-122	-122	-122	-122	-122	142		122	122	122	122	
	495	Corporate EDM			26	36					132	93	25				
	830	ICT for new accommodation		47	47	47	47	47	47	47		48					
			467	593	393	436	411	411	411	411	132	283	147	122	122	122	

MEDIUM TERM PLAN			REVENUE							NET CAPITAL							
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP			
				Budget	Outturn		2010	2011	2012	2013	2014	Budget		Outturn	2010	2011	2012
Service	Bid	Scheme	2008/ 2009	2009/ 2010	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2014 2015	2009/ 2010	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2014 2015
No.			£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Network Services																	
		Desktop Replacements (T/F to Capital)			-130	-130	-130	-130	-130	-130		130	130	130	130	130	130
		IMD Savings				-33											
	891	Business Systems		49	74	77	132	122	122	98	282	195	270	208	240	160	180
	902	VOIP Data Switches			-18							20					
	898	Server Virtualisation and Network Storage		-33		-33	-33	-33	-33	-33	215	160	55				
	892	Government Connect					22	22	22	22	35	23	20				
	913	Web Advertising income shortfall			-35	-4											
			510	674	485	522	636	626	626	602	532	528	475	338	370	290	310
Development Team																	
	913	Web Advertising income shortfall			29	29	28	25	25	25							
			303	195	262	232	231	228	228	228							
Information Manager																	
	841	Building Control - Public Access System									15						
			258	298	256	261	261	261	261	261	15						
Business Analysis																	
	900	Working Smarter			42	41					174	113	120				
	893	VoIP Telephony for Leisure Centres		8	4	8	8	8	8	8	70	25	45				
	842	Resourcelink - Recruitment Module											10				
	634	Customer First			30	34					73	50	16				
	494	Voice and data infrastructure									13	50					
			310	366	395	409	334	334	334	334	330	238	191				
Head of IMD			186	189	189	201	201	201	201	201							
			2,128	2,415	2,069	2,163	2,176	2,163	2,163	2,139	1,009	1,049	813	460	492	412	432
Leisure																	
Management Unit			191	218	206	212	212	212	212	212							
CENTRAL SERVICES																	
Director																	
Management Unit			162	169	170	176	176	176	176	176							
Central and Democratic																	
Management Unit																	
		Central Services Staff Saving (part)			-11	-11	-11	-11	-11	-11							
			721	842	788	854	854	854	854	854							

MEDIUM TERM PLAN			REVENUE							NET CAPITAL							
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP			
				Budget	Outturn		2010	2011	2012	2013	2014	Budget		Outturn	2010	2011	2012
Service Bid Scheme No.	2008/2009 £000	2009/2010 £000	2009/2010 £000	2010 £000	2011 £000	2012 £000	2013 £000	2014 £000	2015 £000	2009/2010 £000	2009/2010 £000	2010 £000	2011 £000	2012 £000	2013 £000	2014 £000	2015 £000
Document Centre																	
	380	Replacement Printing Equip.									315	85	230				
	894	Replacement Equipment Document Centre									26	5	29	17	5	53	17
	895	Multi-functional Devices		-18	-12	-12	-12	-12	-12		33	38	15	43	38	20	43
	916	Replacement Scanning Eqpt. - Customer Services										9	33				9
			562	564	582	588	588	588	588	588	374	137	307	60	43	73	69
Other			26	33	0	0	0	0	0	0							
			1,309	1,439	1,370	1,442	1,442	1,442	1,442	1,442	374	137	307	60	43	73	69
Law, Property and Governance																	
Management Unit																	
		Temporary Reinstatement of saving		12	12	0	0	0	0	0							
		Central Services Staff Saving (part)			-5	-5	-5	-5	-5								
			462	493	474	508	508	508	508	508							
			462	493	474	508	508	508	508	508							
Policy, People and Partnerships																	
Management Unit																	
		Deletion of Modern Apprentices		-40	-40	-40	-40	-40	-40								
		Central Services Staff Saving (part)			-89	-71	-64	-64	-64								
			1,139	1,235	1,138	1,186	1,193	1,193	1,193	1,193							
HR			149	172	189	182	182	182	182	182							
Payroll			12	123	18	18	18	18	18	18							
			1,300	1,530	1,345	1,386	1,393	1,393	1,393	1,393							
ENVIRONMENTAL AND COMMUNITY SERVICES																	
Director																	
Management Unit			158	160	170	172	172	172	172	172							
Housing																	
Management Unit			999	1,073	1,074	1,120	1,120	1,120	1,120	1,120							
Environment and Community Health																	
Management Unit			1,424	1,554	1,497	1,599	1,599	1,599	1,599	1,599							

MEDIUM TERM PLAN			REVENUE							NET CAPITAL							
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP			
				Budget	Outturn		2010	2011	2012	2013	2014	Budget		Outturn	2010	2011	2012
Service Bid Scheme No.	2008/2009 £000	2009/2010 £000	2009/2010 £000	2010 £000	2011 £000	2012 £000	2013 £000	2014 £000	2015 £000	2009/2010 £000	2009/2010 £000	2010 £000	2011 £000	2012 £000	2013 £000	2014 £000	2015 £000
Operations																	
Management Unit																	
		CCTV Reorganisation			-32	-72	-72	-72	-72								
			1,247	1,337	1,284	1,340	1,340	1,340	1,340	1,340							
Grounds Maintenance			858	831	860	871	871	871	871	871							
Vehicle Maintenance			198	207	205	212	212	212	212	212							
Other			21	28	28	29	29	29	29	29							
			2,324	2,403	2,377	2,452	2,452	2,452	2,452	2,452							
Planning																	
Management Unit																	
	655	Electronic Document Imaging					17	21	21	21							
	739	Proposed use of Planning Delivery Grant (part)		157	157	67	26										
	656	Planning Enforcement Monitoring Officer					23	27	27	27							
			2,371	2,356	2,391	2,377	2,376	2,358	2,358	2,358							
Other			28	11	2	2	2	2	2	2							
			2,399	2,367	2,393	2,379	2,378	2,360	2,360	2,360							
Environmental Management																	
Management Unit (including HQ Project)																	
	831	Technical Services Restructuring		18	18	19	-23	-62	-62	-62							
			1,561	1,707	1,654	1,771	1,729	1,690	1,690	1,690							
Offices																	
	889	Eastfield House		-1	-1	3	3	3	3	3							
	890	Headquarters		-136	-52	25	95	95	95	95	5,002	4,967	-115	2	-1,810		
		Reinstatement of one-off saving in 2008/09		100	100	100	100	100	100	100							
			696	696	977	980	1,050	1,050	1,050	1,050	5,002	4,967	-115	2	-1,810		
Pool Cars			16	18	18	19	19	19	19	19							
			2,273	2,421	2,649	2,770	2,798	2,759	2,759	2,759	5,002	4,967	-115	2	-1,810		
MANAGEMENT UNITS & INTERNAL SUPPORT SERVICES TOTAL			19,679	21,468	21,047	21,778	21,816	21,742	21,739	21,715	6,396	6,210	1,011	522	-1,275	485	501

MEDIUM TERM PLAN			REVENUE							NET CAPITAL								
			Actual	Original	Forecast	Budget	MTP				Original	Forecast	Budget	MTP				
				Budget	Outturn		2011	2012	2013	2014	Budget	Outturn		2011	2012	2013	2014	
Service	Bid	Scheme	2008/ 2009	2009/ 2010	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2014 2015	2009/ 2010	2009/ 2010	2010 2011	2011 2012	2012 2013	2013 2014	2014 2015	
No.			£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
Recharges outside of revenue (mainly to capital)																		
Recharges																		
		Rule change re Capital Overheads			188	162	162	162	162	162								
		Revenue staff charged to capital (adjustment)				48	48	48	48	48								
		Revenue staff charged to capital			-100	-140	-100	-50	-50	-50	100	140	100	50	50	50	50	
			-1,468	-1,708	-1,396	-1,260	-1,210	-1,210	-1,210	-1,210								
			-1,468	-1,708	-1,396	-1,260	-1,210	-1,210	-1,210	-1,210	100	-3	-17	-67	-67	-67	-67	
Technical items not yet allocated to services																		
		Capital Inflation													199	283	396	489
	919	E-Marketplace (part) Savings allocated				-15	-15	-15	-15	-15								
	919	E-Marketplace (part) Savings to be allocated					-18	-39	-39	-39								
	886	Vehicle fleet replacements.									654	825	218	768	1,249	857	1,009	
		VAT reclaim			-680													
		Roundings			-4	-5	-3	-5	-7	-5								
			0	0	-3	-1	-20	-43	-41	-42	654	825	218	967	1,532	1,253	1,498	
NET BUDGET			19,950	23,380	23,401	24,848	23,660	23,126	22,277	21,342	17,796	14,008	9,810	8,142	4,062	5,540	5,202	

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**2010/11 TREASURY MANAGEMENT STRATEGY
(Report by the Head of Financial Services)**

1. INTRODUCTION

- 1.1 This Treasury Management Strategy ensures that the Authority has clear objectives for the management of its borrowing and investments. It is also needed to comply with the Chartered Institute of Public Finance and Accountancy's (CIPFA's) Treasury Management **Code** of Practice, which is required by the Council's Code of Financial Management.
- 1.2 As a result of the collapse of the Icelandic banks in October 2008 treasury management has had a higher profile with the Government, CIPFA and the Audit Commission. In May 2009 the Communities and Local Government Select Committee published a report which was followed by interim guidance from the Audit Commission and, in November, CIPFA produced a revised **Code** of Practice.
- 1.3 The Department for Communities and Local Government (DCLG) is currently consulting on revised **Guidance** on local authority investments, which is expected to apply from April 2010 onwards. It reiterates the expectation in the existing 2004 guidance that Council approves an investment strategy before the start of each financial year. The primary change is an emphasis on using a wider range of information to assess counterparty credit quality.
- 1.4 The **Guidance** emphasises that priority must be given to the security (protecting the capital sums from loss) and liquidity of investments (keeping enough cash readily available) rather than the interest earned. The **Code** covers the same point by requiring the effective management and control of risk.
- 1.5 When the Government removed its limits on capital expenditure levels some years ago it introduced the concept of a Prudential Code which pulled together a number of indicators relating to capital expenditure, external debt and treasury management. Its purpose was to demonstrate that the Council's capital expenditure plans were affordable and it provided a set of limits, to be complied with, and indicators to be monitored during the forthcoming year. This Council has always treated the Prudential Indicators as an annex to the Treasury Management Strategy. The new **Code** reclassifies three of these Prudential Indicators as Treasury Management Indicators.
- 1.6 The proposed Strategy (attached as Annex A) complies with the **Code** and the **Guidance** as currently being consulted on. If the final **Guidance** issued by DCLG differs materially from the draft, then further modifications will be considered.
- 1.7 The Code requires the Council to nominate where the responsibility for scrutinising Treasury Management will be undertaken. It is proposed that this remains with the Economic Well-being Overview and Scrutiny Panel, as at present.

- 1.8 The Capital Receipts Advisory Group discussed the report with officers on 25 January and their comments have been incorporated in the Strategy. Overview and Scrutiny will consider the report on the 4 February and their comments will be available to the Cabinet. Full Council is then required to formally approve the Strategy and associated indicators.


2. RECOMMENDATION

2.1 Cabinet is requested to recommend to Council that it approves

- (a) The Treasury Management Strategy for 2010/11.**
- (b) The Treasury Management Indicators and Prudential Indicators for 2010/11.**
- (c) That scrutiny of Treasury Management be carried out by the Economic Well-Being, Overview and Scrutiny Panel.**

BACKGROUND PAPERS:

Background files in Accountancy Section: Treasury Management Reports
Reports on the 2010/11 Budget and Medium Term Plan to Cabinet and Council
CIPFA's Treasury Management in the Public Services Code of Practice 2009
ODPM Guidance on Local Government Investments March 2004
CLG Draft Guidance on Local Government Investments November 2009

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TREASURY MANAGEMENT STRATEGY 2010/11

Treasury Management is:

- Ensuring the Council has sufficient cash to meet its day-to-day obligations
- Borrowing when necessary to fund capital expenditure, including borrowing in anticipation when rates are considered to be low
- Investing any surplus funds in a manner that balances low risk of default by the borrower with a fair rate of interest.

This Strategy explains how Treasury Management will be carried out in Huntingdonshire. It meets the requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA's) Code of Practice (2009), as required by the Council's Code of Financial Management, and the Government's Guidance on Local Government Investments (2004) and draft guidance (2009)

BACKGROUND

The bank base rate fell to 0.5% in March 2009 and has remained at that level ever since; economists generally agree that it will inevitably rise but significantly disagree on by how much and how soon! The Authority has benefitted in two ways during this period of low rates:

- it has had a significant value (though now reduced) of fixed term investments at rates fixed when interest rates were significantly higher.
- the contract with the Council's bank, NatWest, provided interest of 1.75% on credit balances in the current account to set against bank charges. Unfortunately the contract ends in March 2010 and the tenders received are not so generous.

Against the background of low interest and reducing revenue and capital balances the Council has sought to maximise the returns from its investments whilst minimising the risks of investing with a borrower that is or may become unsound. It therefore adopted a strategy for 2009/10 that did not concentrate its investments with the Government's Debt Management Office which are theoretically risk-free, as they are backed by the Government, but with a significantly below base interest rate, and instead concentrated on highly rated institutions and the larger Building Societies.

The 2009/10 Strategy allowed for borrowing in anticipation of need to fund capital expenditure although that option has not so far been used this year.

CURRENT POSITION

The Council's position as at 31 December 2009 was:

INVESTMENTS	Principal Amount £m	Average Interest Rate %
Investments - maturing 2009/10	20	3.26
Investments - maturing 2010/11	5	4.10
Investments - maturing later	10	4.44
Total	35	3.72
Short term Debt	0	-
Long term Debt	10	3.90
Total	10	3.90
Net Investments	25	3.64

THE COUNCIL'S FINANCIAL STRATEGY

The table below, from the Council's Budget/MTP report, shows:

- how revenue reserves will fall to the basic level needed as a contingency against unexpected events,
- that capital reserves have effectively been used to fund capital expenditure,
- how borrowing will be required to meet planned capital expenditure. When this is carried out will depend on how low interest rates are perceived at any point in time. Hence "must" borrow levels reflect using other funds to delay until the last moment whilst "may" borrow levels show maximum borrowing in anticipation.

FORECAST	2009/10 ⁵ £M	2010/11 £M	2011/12 £M	2012/13 £M	2013/14 £M	2014/15 £M
Revenue Reserves	15.8	11.3	7.7	5.0	3.3	3.0
Capital Reserves	0	0	0	0	0	0
Provision for repaying loans		0.3	0.8	1.5	2.3	3.3
Earmarked Reserves ¹	4.9	4.5	4.1	3.7	3.7	3.7
Total Reserves (EOY)	20.7	16.1	12.6	10.2	9.3	10.0
Planned Capital Expenditure	14.0	9.8	8.1	4.1	5.6	5.2
Funded from:						
new capital receipts	0.4	0.4	0.4	0.4	0.4	0.4
borrowing	13.6	9.5	7.8	3.7	5.2	4.9
Borrowing (accumulated)						
To be funded from borrowing ⁶	14.0	23.5	31.3	35.0	40.2	45.1
Already borrowed	10.0	10.0	10.0	10.0	10.0	10.0
"Must" borrow ²	0	7.4	13.7	14.8	20.9	25.1
"May" borrow ³	36.5	35.1	40.1	45.1	50.1	55.1
Budget ⁴						
Net Interest	-1.1	-0.2	0.2	0.7	0.9	1.2
Borrowing repayments		0.3	0.5	0.7	0.8	1.0

Notes

- ① includes specific earmarked reserves (e.g. S106 and R&R Funds)
- ② takes account of fact that the £5m of the 10M borrowed in anticipation is invested until December 2012 and £5M to December 2013.
- ③ based on the original budget approved for the year and that capital to be funded post 2014/15 is £5M per year.
- ④ Based on no further borrowing in anticipation
- ⑤ Forecast
- ⑥ Includes £0.4M funded from borrowing in 2008/09.

BORROWING - CASH FLOW

In addition to the fundamental movements described above there are day-to-day impacts due to the flow of funds into and out of the Council. For instance, the dates on which the County Council is paid its portion of the council tax will be different to the days the money is physically received from Council Tax payers. These cash flows will sometimes leave the Council with several million pounds to borrow or to invest overnight or for a few weeks pending the next payroll or precept date.

Authorities are permitted to borrow short term for this purpose and funds are obtained from whoever is quoting the lowest rate for the period required. If rates are particularly high on a particular day then the sum may be borrowed overnight to see if rates are lower the following day for the remainder of the period required.

BORROWING – CAPITAL

The amount and period of capital borrowing up until March 2011 will be dependent upon the actual levels of interest rates and how high or low they are perceived to be in a long term sense.

BORROWING – IN ANTICIPATION

Although further borrowing is not **required** until part way through 2010/11 to fund the Capital Programme, effective treasury management requires a view to be taken on whether long term rates are judged to be low, even if the funds have then to be invested until the money is required, as this could be the lowest overall cost for the Council. For example, if long term rates fell to 3.5% we would be likely to move towards our “may” borrow limits as soon as possible whilst if long term rates were 5% and it were perceived that future rates would be lower, only the “must” borrow limits would be followed and, even then, the sums would be borrowed for a short period rather than locked into a long term arrangement.

Such early borrowing is permitted if it is for planned capital expenditure. The definition of planned expenditure is not precise and has therefore been discussed with our external auditor who is comfortable with the interpretation of it being amounts included in our approved MTP. Hence, the current figure is £36.5M but this will increase to £45.1M for next year once the new MTP is approved in February.

However since such amounts will need to be invested temporarily until spent, the Council faces the risks of loss of the invested sum if the wrong counterparty is chosen and that borrowing rates may fall in the intervening period. The counterparty risk is considered within the investment section below and a range of interest rate possibilities would be considered before borrowing to minimise the chance of adverse movements removing the anticipated benefit.

Rates for 40+ years PWLB money have not been particularly low and so it is unlikely that there will be any significant early borrowing at the longer end of the range but history has shown that violent fluctuations can occur and there needs to be the freedom to act when this occurs.

The Council's reserves will be used to delay capital borrowing if this appears to be the most cost effective approach.

BORROWING - PROFILE

When the Council borrows it must make an annual charge to its accounts to provide for the permanent repayment of the loan over the life of the asset funded (e.g. land and buildings up to 50 years, vehicles 5 to 7 years) so if the loan is for a shorter period the risk of rates being higher when it is replaced must be considered. For this reason it is important that debt is spread over a variety of periods so that the Council is not vulnerable to short term interest rate fluctuations when it is replaced.

Much of our borrowing will tend to be from the Public Works Loans Board (PWLB) which is a Government Agency providing funds to local authorities at interest rates slightly higher than the cost of central government borrowing. They provide a range of options including fixed and variable rate loans for up to 50 years. Commercial bodies have become more involved in lending to local authorities though their products are generally for shorter periods and include embedded options. The most common is a LOBO, where the lender retains an option to increase the interest rate after a number of years and the borrower has the right to repay if the new rate is not acceptable.

The Council will aim to spread any borrowing period for periods short of asset lives to avoid undue bunching of replacement dates.

Unless indications suggest that rates are tending to be low in absolute terms periods will be spread to minimise the chance of the wrong judgement being taken and/or variable rate loans will be taken.

INVESTMENTS – CATEGORIES

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

Specified investments are expected to offer relatively high security and/or liquidity. They are:

- in sterling (avoiding exchange rate fluctuations)
- due to be repaid within 12 months (minimising capital value fluctuations on gilts and CDs and minimising the period within which a counterparty might get into difficulty)
- not defined as capital expenditure in the capital finance regulations 2003 (e.g. corporate bonds and equities)

- with a body that is of high credit quality or it is made with the UK Government, or a local authority. (minimising the counterparty risk)

These include time-deposits for up to 1 year, which the Council uses frequently, but it should be noted that early repayment, before the due date is rarely possible and may require a release fee.

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

The Council is likely to use:

- Time Deposits of greater than 12 months.

The Council may use:

- Corporate Bonds, if returns are clearly better than time deposits, but such investments will only be made following a risk assessment and consultation on the proposed limits, procedures and credit ratings with the Capital Receipts Advisory Group. Use would be limited to Bonds that could be held to maturity thus avoiding fluctuations in capital value.

INVESTMENTS – HIGH CREDIT QUALITY

Previous guidance referred to an institution with a ‘high credit rating’; the draft guidance from the CLG changes this to ‘high credit quality’ to encourage local authorities to monitor other measures of an institution’s creditworthiness rather than just relying on credit ratings

CIPFA has issued guidance on possible sources of additional information in order to assess the credit worthiness of counterparties which are referred to below.

Whilst the Council will take some account of such additional information the main criteria for judging credit quality will be:

- Short term credit ratings (Definitions in Appendix A)
- Long-term credit ratings for any investment over 1 year. Rate increased from A- to AA-)
- The top 25 Building Societies irrespective of any credit rating they may hold. Building societies have a much higher proportion of their funds covered by retail savings so are less at the risk of market volatility and their regulatory framework and insolvency regime means that the Council’s deposits would be paid out before retail depositors. Experience in recent years includes a number of examples of the Government negotiating takeovers of weak societies by strong ones. A number do not bother with credit ratings because they all have an eligibility certificate under the UK Government Credit Guarantee Scheme
- Reacting immediately to same day notifications from our treasury management advisors (Sterling Consultancy Services) of changes to credit ratings or “rating” watch” warnings. This will often result in the counterparty being immediately removed from our list unless the content of the rating agency report shows this would be inappropriate.
- Reacting immediately to any informal comments from our advisors in relation to market concerns.

- Credit Default Swap prices obtained from our advisors.

Financial statements and the financial press will not be systematically reviewed because the resources required are not available and it is expected that our advisors will make informal comments if they become aware of any significant items that affect our counterparty list. They also review our counterparty list every month.

INVESTMENTS – SPREADING THE RISK

Credit quality can never be absolutely guaranteed so to further mitigate risks there is a need to spread investments in a number of ways:

- By counterparty where this includes any institutions that are linked in the same group
- By Country and EU
- For Non-Specified and its categories.

These limits need to be a practical balance between safety and administrative efficiency and need to cope with the uncertainty of the amount of borrowing in anticipation. A table is therefore included in Appendix B which shows the limits for different levels of forward borrowing.

INVESTMENTS IN-HOUSE MANAGEMENT

CDCM currently holds £8M of investments and the remaining investments and borrowing are managed in-house. All of the investments previously arranged by CDCM are for fixed durations and will mature by September 2010 when the proceeds will be returned and will then be managed in-house.

Taking account of the Credit Quality and Spreading the Risk sections above Appendix B outlines the criteria for making investments.

There may be limited occasions, based on detailed cash flow forecasts, where some investments of more than a year might be made that do not relate to borrowing in anticipation. Allowance of £5M has been made for this in the investment limits.

Risk of counterparty failure can also be minimised by shortening the period of any time deposit. At the current time, partly reflecting the current interest rate structure time deposits are generally kept below one month. Advantage is also being taken of the interest rate on our current account and the availability of liquidity accounts which are offering competitive rates for money on call i.e. it can be called back the same or next day if there was any concern about the institution.

The Council will need to approve a prudential indicator for the ‘authorised limit for external debt’; which combines:

- temporary borrowing for cash flow purposes (£20M)
- long-term borrowing to fund capital expenditure (up to the £35M “may borrow” limit less £10M already borrowed)
- an allowance for other long-term liabilities, such as finance leases (£5M).

A maximum of **£60M** is therefore recommended.

ADVISORS

The Council appointed Sterling Consultancy Services as Treasury Management Advisors in January 2008, however responsibility for final decision making remains with the Council and its officers

The Advisor carries out the following role:

- advice on investment decisions,
- notification of credit ratings and changes,
- general information on credit quality and informal comment on particular institutions,
- advice on borrowing and opportunities to borrow early
- economic data and interest rate forecasts
- advice and guidance on relevant policies, strategies and reports,
- accounting advice,
- reports on treasury performance,
- training courses.

The quality of the service is controlled by regular contact between the Advisors and officers and tendering for consultancy services every three years.

MANAGEMENT

The Head of Financial Services and his staff, supported by the Council's professional advisor, will manage and monitor investments and borrowing.

The Capital Receipts Advisory Group (CRAG) consists of three members of the Cabinet. They are kept informed of relevant issues and consulted on any significant changes to the Strategy.

REPORTING AND SCRUTINY

The CIPFA Code requires that the body responsible for approving the budget also receives at least two reports during the year on treasury management. Therefore the Council will receive a six month report on the performance of the funds and an annual report on the performance for the year.

The Code also requires the Council to identify the body that will be responsible for the scrutiny of treasury management to ensure that it receives the appropriate focus. This is currently the Economic Well-being Scrutiny Panel who consider the Strategy at the same meeting that they comment on the proposed budget and MTP in February each year. It seems quite appropriate for them to be formally nominated to continue to carry out this role as required by the Code.

TRAINING

The needs of the Council's treasury management staff for training are assessed every 6 months as part of the staff appraisal process and additionally when the responsibilities of individual staff change.

The Code requires that Members charged with the governance of Treasury Management and those responsible for scrutiny have the necessary skills relevant to their responsibilities. Appropriate Member training to include the Economic Well-being Scrutiny Panel will be arranged in due course.

CHANGES TO THE STRATEGY

The strategy is not intended to be a strait-jacket but a definition of the upper limit of the level of risk that it is prudent for the Council to take in maximising the return on its net investments. Any changes that are broadly consistent with this Strategy and either reduce or only minimally increase the level of risk, are delegated to the Head of Financial Services, after consultation with the Capital Receipts Advisory Group, where of any significance. All other changes to the strategy must be approved by the full Council.

TREASURY MANAGEMENT AND PRUDENTIAL INDICATORS

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

DEFINITION OF CREDIT RATINGS

	Rating	Definition	Examples of counterparties
Short term (Fitch)	F1	Shares rated in this category have the most solid solvency levels and the highest stock liquidity and enterprise value in the market.	Royal Bank of Scotland/NatWest (F1+) Coventry Building Society
	F2	Shares rated in this category have very good solvency levels and stock liquidity and enterprise value in the market.	Co-operative Bank Skipton Building Society
	F3	Shares rated in this category have a combination of good or adequate solvency levels and stock liquidity and enterprise value in the market.	Newcastle Building Society
Long-term (Fitch)	AAA	Highest credit quality. 'AAA' ratings denote the lowest expectation of credit risk . They are assigned only in case of exceptionally strong capacity for payment of financial commitments. This capacity is highly unlikely to be adversely affected by foreseeable events.	United Kingdom
	AA	Very high credit quality. 'AA' ratings denote expectations of very low credit risk . They indicate very strong capacity for payment of financial commitments. This capacity is not significantly vulnerable to foreseeable events.	HSBC Bank
	AA-	The institution is at the lower end of very high credit quality	RBS/NatWest Nationwide
	A	High credit quality. 'A' ratings denote expectations of low credit risk . The capacity for payment of financial commitments is considered strong. This capacity may, nevertheless, be more vulnerable to changes in circumstances or in economic conditions than is the case for higher ratings.	Coventry Building Society
	A-	The institution is at the lower end of high credit quality	Skipton Building Society

**IN-HOUSE FUND MANAGEMENT
(IF NO FURTHER BORROWING IN ANTICIPATION)**

Duration of investments	No investment shall be longer than 5 years.														
Types of investments	Fixed term Deposits Deposits at call, two or seven day notice Corporate bonds														
Credit Ratings	Short term rating F1 by Fitch or equivalent Long-term rating of AA- by Fitch or equivalent if the investment is longer than 1 year (excluding Building Societies)														
Maximum limits per counterparty (group), country or non-specified category	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">F1+ or have a legal position that guarantees repayment for the period of the investment</td> <td style="text-align: right; width: 20%;">£5M</td> </tr> <tr> <td>F1</td> <td style="text-align: right;">£4M</td> </tr> <tr> <td>Building Society with assets over £2bn in top 25 (Currently 13)</td> <td style="text-align: right;">£5M</td> </tr> <tr> <td>Building Society with assets over £1bn if in top 25 (Currently 3)</td> <td style="text-align: right;">£4M</td> </tr> <tr> <td>Building Society with assets under £1bn in top 25</td> <td style="text-align: right;">£3M</td> </tr> <tr> <td>Liquidity (Call) Account with a credit rating of F1+ or with a legal position that guarantees repayment.</td> <td style="text-align: right;">£5M</td> </tr> <tr> <td>BUT total invest with counterparty/group shall not exceed</td> <td style="text-align: right;">£8M</td> </tr> </table> <p>Limit for Non-specified investments</p> <ul style="list-style-type: none"> - £10M in time deposits more than one year - £5M in corporate bonds - £10M in total <p>Country limits</p> <p>-----UK Unlimited</p> <ul style="list-style-type: none"> - £6M in a country outside the EU - £10M in a country within the EU (excluding UK) - £20M in EU countries combined (excluding UK) <p>These limits will be applied when considering any new investment from 17 February 2010. Lower limits may be set during the course of the year or for later years to avoid too high a proportion of the Council's funds being with any one counterparty.</p>	F1+ or have a legal position that guarantees repayment for the period of the investment	£5M	F1	£4M	Building Society with assets over £2bn in top 25 (Currently 13)	£5M	Building Society with assets over £1bn if in top 25 (Currently 3)	£4M	Building Society with assets under £1bn in top 25	£3M	Liquidity (Call) Account with a credit rating of F1+ or with a legal position that guarantees repayment.	£5M	BUT total invest with counterparty/group shall not exceed	£8M
F1+ or have a legal position that guarantees repayment for the period of the investment	£5M														
F1	£4M														
Building Society with assets over £2bn in top 25 (Currently 13)	£5M														
Building Society with assets over £1bn if in top 25 (Currently 3)	£4M														
Building Society with assets under £1bn in top 25	£3M														
Liquidity (Call) Account with a credit rating of F1+ or with a legal position that guarantees repayment.	£5M														
BUT total invest with counterparty/group shall not exceed	£8M														
Benchmark	LGC 7 day rate														

INVESTMENT LIMITS FOR INCREASES IN BORROWING IN ANTICIPATION						
	Level of Borrowing in Anticipation				Rating Constraints	
	from	£0M	£11M	£21M	£31M	
	to	£10M	£20M	£30M	£40M	
BUILDING SOCIETIES						
Assets over £2bn		£5M	£5M	£6M	£6M	
Assets over £1bn		£4M	£4M	£5M	£5M	
Rest of top 25 by assets		£3M	£3M	£4M	£4M	
BANKS & OTHER INSTITUTIONS						
F1+ or legal status		£5M	£5M	£6M	£6M	AA- or legal status if more than 1 year
F1		£4M	£4M	£5M	£5M	AA- or legal status if more than 1 year
LIQUIDITY ACCOUNTS						
Limit in liquidity account		£5M	£6M	£6M	£6M	F1+or legal status
Limit with any other investments in institution		£8M	£9M	£9M	£9M	
NON-SPECIFIED INVESTMENTS						
Time Deposits over 1 year in total		£15M	£25M	£35M	£45M	
Corporate Bonds in total		£5M	£8M	£10M	£10M	Not yet determined
Total		£15M	£25M	£35M	£45M	
TERRITORIAL LIMITS						
UK		Unlimited				
EU (excluding UK)		£20M	£20M	£20M	£20M	
EU Country (other than UK)		£10M	£10M	£10M	£10M	
Any other Country		£5M	£5M	£5M	£5M	

**CIPFA PRUDENTIAL
CODE FOR CAPITAL FINANCE IN LOCAL AUTHORITIES
PRUDENTIAL INDICATORS AND
TREASURY MANAGEMENT INDICATORS FOR 2010/11**

CAPITAL EXPENDITURE

1. Actual and Estimated Capital Expenditure

	2008/9 Actual £000	2009/10 Forecast £000	2010/11 Estimate £000	2011/12 Estimate £000	2012/13 Estimate £000
Gross	19,962	17,592	17,629	9,260	6,829
Net	16,881	14,008	9,810	8,142	4,062

2. The proportion of the budget financed from government grants and council tax that is spent on interest.

The negative figures until 2009/10 reflect that the Authority is a net investor and so the interest earned is used to help fund the budget. In 2011/12 the borrowing costs exceed interest earned on investments

2008/09 Actual	2009/10 Forecast	2010/11 Estimate	2011/12 Estimate	2012/13 Estimate
-12%	-4%	0%	3%	6%

3. The impact of schemes with capital expenditure on the level of council tax

This calculation highlights the hypothetical impact on the level of Council Tax from changes to capital schemes (including their associated revenue implications) that are included in the budget/MTP.

The actual planned change in Council Tax is different because of the impact of significant non-capital variations, spending adjustments and the use of revenue reserves.

	2010/11 Estimate	2011/12 Estimate	2012/13 Estimate
Increase	-£5.25	-£6.90	+£4.00
Cumulative	-£5.25	-£12.15	-£8.15

4. The capital financing requirement.

This represents the need for the Authority to borrow to finance capital expenditure. Whilst the Authority has revenue reserves it will not have to borrow for capital purposes but may do so:

31/3/09 Actual £000	2009/10 Forecast £000	2010/11 Estimate £000	2011/12 Estimate £000	2012/13 Estimate £000	2013/14 Estimate £000	2014/15 Estimate £000
447	14,033	23,493	31,285	34,997	40,187	45,039

5. Net borrowing and the capital financing requirement

'In order to ensure that over the medium term, net borrowing will only be for a capital purpose, the Authority should make sure that net external borrowing (borrowing less investments) does not, except in the short term, exceed the total of the capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years.'

As long as the Council's reserves are sufficient to cover any shortfall that might occur on the revenue budget there will be no borrowing for revenue purposes, other than in the short term. Revenue reserves are forecast at the end of the year to be:

2010/11	£11.3M
2011/12	£7.7M
2012/13	£5.0M

This should be more than adequate to cover any potential problems as long as unidentified spending adjustments are found by targeted dates.

EXTERNAL DEBT

6. The actual external borrowing at 31 March 2009

£10m

7. The authorised limit for external debt.

This is the maximum limit for borrowing and is based on a worst-case scenario. It reflects the Treasury Management Strategy which allows the Authority to borrow up to £36.5m in 2009/10 (based on the 2009/10 Treasury Management Strategy) and up to an aggregate of £45.1m in 2010/11 to finance capital expenditure shown to be financed from borrowing in the Medium Term Plan period if it appears that long term rates are attractive. There is a provision for financing capital from leases. The remainder of the limit relates to temporary debt for Cash Flow Purposes.

	2009/10 Limit £000	2010/11 Limit £000	2011/12 Estimate £000	2012/13 Estimate £000
Short term	20,000	20,000	20,000	20,000
Long Term	36,500	35,100	40,100	45,100
Other long-term liabilities (leases)	5,000	5,000	5,000	5,000
Total	61,500	60,100	65,100	70,100

8. The operational boundary for external debt.

This reflects a less extreme position. Although the figure can be exceeded without further approval it represents an early warning monitoring device to ensure that the authorised limit (above) is not exceeded; it allows the management of the Council's day to day cashflow. The short term and long term elements of the operational boundary will be monitored separately.

	2010/11 Limit £000	2011/12 Estimate £000	2012/13 Estimate £000
Short term	15,000	15,000	15,000
Long term	35,100	40,100	45,100
Other long-term liabilities (leases)	5,000	5,000	5,000
Total	55,100	60,100	65,100

9. Adoption of the CIPFA Code

The Council adopted the 2001 edition of the CIPFA *Treasury Management Code of Practice*. Council will now adopt the 2009 edition of the Code

TREASURY MANAGEMENT INDICATORS

10. Exposure to investments with fixed interest and variable interest as a percentage of total investments. This indicator is set to control the Council's exposure to interest rate risk.

The Council is more likely to prefer the certainty of fixed rates and simply invest for shorter periods if it is concerned about the returns available. The percentage for variable rates is therefore set to reflect this.

	2010/11 Limit £000	2011/12 Estimate £000	2012/13 Estimate £000
Upper limit on fixed rate exposure	35,100	40,100	50,100
Upper limit on variable rate exposure	3,775	5,025	6,275

11. Borrowing Repayment Profile

The proportion of 2010/11 borrowing that will mature in successive periods. This indicator is set to control the Council's exposure to refinancing risk

The first table refers to temporary borrowing for cash flow purposes; 100% will mature in less than 12 months. Whilst long-term borrowing will often be for more than 10 years there are interest rate scenarios that might require shorter term borrowing on a temporary basis.

Cash flow borrowing	Upper limit	Lower limit
Under 12 months	100%	100%
12 months and within 24 months	0%	0%
24 months and within 5 years	0%	0%
5 years and within 10 years	0%	0%
10 years and above	0%	0%

Funding capital schemes	Upper limit	Lower limit
Under 12 months	25%	0%
12 months and within 24 months	25%	0%
24 months and within 5 years	25%	0%
5 years and within 10 years	50%	0%
10 years and above	100%	0%

12. Investment Repayment Profile

Limit on the value of investments that cannot be redeemed within 364 days i.e. by the end of each financial year. The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments.

	2010/11 Estimate £M	2011/12 Estimate £M	2012/13 Estimate £M
Limit on investments over 364 days as at 31 March each year.	42,700	31,400	25,300

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APPENDIX C

FORMAL 2010/11 COUNCIL TAX RESOLUTIONS

- a) That the following amounts be calculated by the Council for 2010/11 in accordance with Sections 32 to 36 of the Local Government and Finance Act 1992 (the Act):-

	£
(i) the aggregate of the amounts which the Council estimates for the items set out in Section 32(2) (a) to (e) of the Act Gross revenue expenditure including benefits and Town/Parish Precepts	83,793,841
(ii) the aggregate of the amounts which the Council estimates for the items set out in Section 32 (3) (a) to (c) of the Act Gross revenue income including reimbursement of benefits and use of reserves	59,427,289
(iii) the amount by which the aggregate at (b) (i) above exceeds the aggregate at (b) (ii) above in accordance with Section 32 (4) of the Act Budget requirement plus Parish/Town Precepts (item i minus item ii)	24,366,552
(iv) the aggregate of the amounts payable into the General Fund for the items set out in Section 33 (1) of the Act. Government support	12,939,338
(v) the aggregate of the amounts payable to the General Fund for the items set out in Section 33 (3) of the Act Collection Fund deficit	34,756
(vi) the basic amount of Council Tax for 2010/11 in accordance with Section 33 (1) District plus average Town/Parish Council Tax	195.66
(vii) the aggregate of special items referred to in Section 34 (1) Total Town and Parish Council precepts	4,188,356
(viii) the basic amount of Council Tax for 2010/11 for those parts of the District to which no special item relates District Council Tax	124.17 per band D property

- (ix) the basic amounts of Council Tax for 2010/11 for those parts of the District to which one or more special items relate in accordance with Section 34 (3) of the Act are shown by adding the Huntingdonshire District Council amount to the appropriate Parish Council amount in column "band D" set out in table 1 attached.
- (x) the amounts to be taken into account for 2010/11 in respect of categories of dwellings listed in the different valuation bands in accordance with Section 36 (1) of the Act are shown by adding the Huntingdonshire District Council amount to the appropriate Parish Council amount for each of the valuation bands in the columns "bands A to H" set out in table 1 attached.

- (b) That the amounts of precept issued to the Council by Cambridgeshire County Council, Cambridgeshire Police Authority and Cambridgeshire & Peterborough Fire Authority for each of the categories of dwellings listed in different valuation bands in accordance with Section 40 of the Act shown in table 1 attached be noted.
- (c) That, having regard to the calculations above, the Council, in accordance with Section 30 (2) of the Local Government and Finance Act 1992, hereby sets the figures shown in table 2 as the amounts of Council Tax for 2010/11 for each of the categories of dwelling shown.

TABLE 1	BAND A £	BAND B £	BAND C £	BAND D £	BAND E £	BAND F £	BAND G £	BAND H £
Cambridgeshire County Council	698.52	814.94	931.36	1047.78	1280.62	1513.46	1746.30	2095.56
Cambridgeshire Police Authority	113.04	131.88	150.72	169.56	207.24	244.92	282.60	339.12
Huntingdonshire District Council	82.78	96.58	110.37	124.17	151.76	179.36	206.95	248.34
Cambridgeshire Fire Authority	38.58	45.01	51.44	57.87	70.73	83.59	96.45	115.74
PARISH COUNCILS :-								
Abbotsley	36.11	42.13	48.15	54.17	66.21	78.25	90.28	108.34
Abbots Ripton	28.65	33.42	38.20	42.97	52.52	62.07	71.62	85.94
Alconbury	37.37	43.60	49.83	56.06	68.52	80.98	93.43	112.12
Alconbury Weston	14.29	16.67	19.05	21.43	26.19	30.95	35.72	42.86
Alwalton	13.44	15.68	17.92	20.16	24.64	29.12	33.60	40.32
Barham & Woolley	12.35	14.40	16.46	18.52	22.64	26.75	30.87	37.04
Bluntisham	77.22	90.09	102.96	115.83	141.57	167.31	193.05	231.66
Brampton	57.77	67.40	77.03	86.66	105.92	125.18	144.43	173.32
Brington & Molesworth	18.52	21.61	24.69	27.78	33.95	40.13	46.30	55.56
Broughton	21.96	25.62	29.28	32.94	40.26	47.58	54.90	65.88
Buckden	41.74	48.70	55.65	62.61	76.52	90.44	104.35	125.22
Buckworth	38.71	45.16	51.61	58.06	70.96	83.86	96.77	116.12
Bury	24.79	28.93	33.06	37.19	45.45	53.72	61.98	74.38
Bythorn & Keyston	2.82	3.29	3.76	4.23	5.17	6.11	7.05	8.46
Catworth	35.65	41.59	47.53	53.47	65.35	77.23	89.12	106.94
Chesterton	11.49	13.41	15.32	17.24	21.07	24.90	28.73	34.48
Colne	31.01	36.17	41.34	46.51	56.85	67.18	77.52	93.02
Conington	6.39	7.46	8.52	9.59	11.72	13.85	15.98	19.18
Covington	22.22	25.92	29.63	33.33	40.74	48.14	55.55	66.66
Denton & Caldecote	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Diddington	22.22	25.92	29.63	33.33	40.74	48.14	55.55	66.66
Earith	35.65	41.60	47.54	53.48	65.36	77.25	89.13	106.96
Easton	24.89	29.03	33.18	37.33	45.63	53.92	62.22	74.66
Ellington	25.53	29.79	34.04	38.30	46.81	55.32	63.83	76.60
Elton	23.73	27.68	31.64	35.59	43.50	51.41	59.32	71.18
Farcet	34.48	40.23	45.97	51.72	63.21	74.71	86.20	103.44
Fenstanton	30.48	35.56	40.64	45.72	55.88	66.04	76.20	91.44
Folksworth & Washingley	36.51	42.59	48.68	54.76	66.93	79.10	91.27	109.52
Glatton	12.82	14.96	17.09	19.23	23.50	27.78	32.05	38.46
Godmanchester	38.24	44.61	50.99	57.36	70.11	82.85	95.60	114.72
Grafham	27.78	32.41	37.04	41.67	50.93	60.19	69.45	83.34
Great & Little Gidding	57.56	67.15	76.75	86.34	105.53	124.71	143.90	172.68
Great Gransden	26.37	30.77	35.16	39.56	48.35	57.14	65.93	79.12
Great Paxton	25.23	29.43	33.64	37.84	46.25	54.66	63.07	75.68
Great Staughton	22.92	26.74	30.56	34.38	42.02	49.66	57.30	68.76
Haddon	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hail Weston	43.40	50.63	57.87	65.10	79.57	94.03	108.50	130.20
Hamerton & Steeple Gidding	6.41	7.48	8.55	9.62	11.76	13.90	16.03	19.24

TABLE 1 Cont.	BAND A £	BAND B £	BAND C £	BAND D £	BAND E £	BAND F £	BAND G £	BAND H £
Hemingford Abbots	30.58	35.68	40.77	45.87	56.06	66.26	76.45	91.74
Hemingford Grey	27.39	31.95	36.52	41.08	50.21	59.34	68.47	82.16
Hilton	30.41	35.48	40.55	45.62	55.76	65.90	76.03	91.24
Holme	25.21	29.42	33.62	37.82	46.22	54.63	63.03	75.64
Holywell-cum-Needingworth	68.72	80.17	91.63	103.08	125.99	148.89	171.80	206.16
Houghton & Wyton	48.41	56.47	64.54	72.61	88.75	104.88	121.02	145.22
Huntingdon	67.63	78.90	90.17	101.44	123.98	146.52	169.07	202.88
Kimbolton & Stonely	54.01	63.02	72.02	81.02	99.02	117.03	135.03	162.04
Kings Ripton	33.33	38.89	44.44	50.00	61.11	72.22	83.33	100.00
Leighton Bromswold	29.27	34.14	39.02	43.90	53.66	63.41	73.17	87.80
Little Paxton	38.11	44.47	50.82	57.17	69.87	82.58	95.28	114.34
Morborne	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Offord Cluny & Offord D'Arcy	39.96	46.62	53.28	59.94	73.26	86.58	99.90	119.88
Old Hurst	27.21	31.75	36.28	40.82	49.89	58.96	68.03	81.64
Old Weston	7.66	8.94	10.21	11.49	14.04	16.60	19.15	22.98
Perry	15.09	17.61	20.12	22.64	27.67	32.70	37.73	45.28
Pidley-cum-Fenton	17.43	20.33	23.24	26.14	31.95	37.76	43.57	52.28
Ramsey	28.37	33.10	37.83	42.56	52.02	61.48	70.93	85.12
St.Ives	64.63	75.40	86.17	96.94	118.48	140.02	161.57	193.88
St.Neots	56.15	65.51	74.87	84.23	102.95	121.67	140.38	168.46
Sawtry	51.78	60.41	69.04	77.67	94.93	112.19	129.45	155.34
Sibson-cum-Stibbington	34.92	40.74	46.56	52.38	64.02	75.66	87.30	104.76
Somersham	49.78	58.08	66.37	74.67	91.26	107.86	124.45	149.34
Southoe & Midloe	50.63	59.07	67.51	75.95	92.83	109.71	126.58	151.90
Spaldwick	28.82	33.62	38.43	43.23	52.84	62.44	72.05	86.46
Stilton	44.67	52.12	59.56	67.01	81.90	96.79	111.68	134.02
Stow Longa	30.77	35.89	41.02	46.15	56.41	66.66	76.92	92.30
The Stukeleys	19.28	22.49	25.71	28.92	35.35	41.77	48.20	57.84
Tilbrook	18.52	21.61	24.69	27.78	33.95	40.13	46.30	55.56
Toseland	15.31	17.87	20.42	22.97	28.07	33.18	38.28	45.94
Upton & Coppingford	19.61	22.87	26.14	29.41	35.95	42.48	49.02	58.82
Upwood & the Raveleys	23.71	27.67	31.62	35.57	43.47	51.38	59.28	71.14
Warboys	32.23	37.61	42.98	48.35	59.09	69.84	80.58	96.70
Waresley-cum-Tetworth	13.70	15.98	18.27	20.55	25.12	29.68	34.25	41.10
Water Newton	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Winwick	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Wistow	20.15	23.51	26.87	30.23	36.95	43.67	50.38	60.46
Woodhurst	20.00	23.33	26.67	30.00	36.67	43.33	50.00	60.00
Woodwalton	29.41	34.32	39.22	44.12	53.92	63.73	73.53	88.24
Yaxley	51.47	60.04	68.62	77.20	94.36	111.51	128.67	154.40
Yelling	9.53	11.11	12.70	14.29	17.47	20.64	23.82	28.58
Wyton-On-The-Hill	31.40	36.63	41.87	47.10	57.57	68.03	78.50	94.20

TABLE 2	TOTAL CHARGES							
	BAND	BAND	BAND	BAND	BAND	BAND	BAND	BAND
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Abbotsley	969.03	1130.54	1292.04	1453.55	1776.56	2099.58	2422.58	2907.10
Abbots Ripton	961.57	1121.83	1282.09	1442.35	1762.87	2083.40	2403.92	2884.70
Alconbury	970.29	1132.01	1293.72	1455.44	1778.87	2102.31	2425.73	2910.88
Alconbury Weston	947.21	1105.08	1262.94	1420.81	1736.54	2052.28	2368.02	2841.62
Alwalton	946.36	1104.09	1261.81	1419.54	1734.99	2050.45	2365.90	2839.08
Barham & Woolley	945.27	1102.81	1260.35	1417.90	1732.99	2048.08	2363.17	2835.80
Bluntisham	1010.14	1178.50	1346.85	1515.21	1851.92	2188.64	2525.35	3030.42
Brampton	990.69	1155.81	1320.92	1486.04	1816.27	2146.51	2476.73	2972.08
Brington & Molesworth	951.44	1110.02	1268.58	1427.16	1744.30	2061.46	2378.60	2854.32
Broughton	954.88	1114.03	1273.17	1432.32	1750.61	2068.91	2387.20	2864.64
Buckden	974.66	1137.11	1299.54	1461.99	1786.87	2111.77	2436.65	2923.98
Buckworth	971.63	1133.57	1295.50	1457.44	1781.31	2105.19	2429.07	2914.88
Bury	957.71	1117.34	1276.95	1436.57	1755.80	2075.05	2394.28	2873.14
Bythorn & Keyston	935.74	1091.70	1247.65	1403.61	1715.52	2027.44	2339.35	2807.22
Catworth	968.57	1130.00	1291.42	1452.85	1775.70	2098.56	2421.42	2905.70
Chesterton	944.41	1101.82	1259.21	1416.62	1731.42	2046.23	2361.03	2833.24
Colne	963.93	1124.58	1285.23	1445.89	1767.20	2088.51	2409.82	2891.78
Conington	939.31	1095.87	1252.41	1408.97	1722.07	2035.18	2348.28	2817.94
Covington	955.14	1114.33	1273.52	1432.71	1751.09	2069.47	2387.85	2865.42
Denton & Caldecote	932.92	1088.41	1243.89	1399.38	1710.35	2021.33	2332.30	2798.76
Diddington	955.14	1114.33	1273.52	1432.71	1751.09	2069.47	2387.85	2865.42
Earith	968.57	1130.01	1291.43	1452.86	1775.71	2098.58	2421.43	2905.72
Easton	957.81	1117.44	1277.07	1436.71	1755.98	2075.25	2394.52	2873.42
Ellington	958.45	1118.20	1277.93	1437.68	1757.16	2076.65	2396.13	2875.36
Elton	956.65	1116.09	1275.53	1434.97	1753.85	2072.74	2391.62	2869.94
Farcet	967.40	1128.64	1289.86	1451.10	1773.56	2096.04	2418.50	2902.20
Fenstanton	963.40	1123.97	1284.53	1445.10	1766.23	2087.37	2408.50	2890.20
Folksworth & Washingley	969.43	1131.00	1292.57	1454.14	1777.28	2100.43	2423.57	2908.28
Glatton	945.74	1103.37	1260.98	1418.61	1733.85	2049.11	2364.35	2837.22
Godmanchester	971.16	1133.02	1294.88	1456.74	1780.46	2104.18	2427.90	2913.48
Grafham	960.70	1120.82	1280.93	1441.05	1761.28	2081.52	2401.75	2882.10
Great & Little Gidding	990.48	1155.56	1320.64	1485.72	1815.88	2146.04	2476.20	2971.44
Great Gransden	959.29	1119.18	1279.05	1438.94	1758.70	2078.47	2398.23	2877.88
Great Paxton	958.15	1117.84	1277.53	1437.22	1756.60	2075.99	2395.37	2874.44
Great Staughton	955.84	1115.15	1274.45	1433.76	1752.37	2070.99	2389.60	2867.52
Haddon	932.92	1088.41	1243.89	1399.38	1710.35	2021.33	2332.30	2798.76
Hail Weston	976.32	1139.04	1301.76	1464.48	1789.92	2115.36	2440.80	2928.96
Hamerton & Steeple Gidding	939.33	1095.89	1252.44	1409.00	1722.11	2035.23	2348.33	2818.00
Hemingford Abbots	963.50	1124.09	1284.66	1445.25	1766.41	2087.59	2408.75	2890.50
Hemingford Grey	960.31	1120.36	1280.41	1440.46	1760.56	2080.67	2400.77	2880.92
Hilton	963.33	1123.89	1284.44	1445.00	1766.11	2087.23	2408.33	2890.00

TABLE 2 <i>Cont.</i>	TOTAL CHARGES							
	BAND	BAND	BAND	BAND	BAND	BAND	BAND	BAND
	A	B	C	D	E	F	G	H
£	£	£	£	£	£	£	£	£
Holme	958.13	1117.83	1277.51	1437.20	1756.57	2075.96	2395.33	2874.40
Holywell-cum- Needingworth	1001.64	1168.58	1335.52	1502.46	1836.34	2170.22	2504.10	3004.92
Houghton & Wyton	981.33	1144.88	1308.43	1471.99	1799.10	2126.21	2453.32	2943.98
Huntingdon	1000.55	1167.31	1334.06	1500.82	1834.33	2167.85	2501.37	3001.64
Kimbolton & Stonely	986.93	1151.43	1315.91	1480.40	1809.37	2138.36	2467.33	2960.80
Kings Ripton	966.25	1127.30	1288.33	1449.38	1771.46	2093.55	2415.63	2898.76
Leighton Bromswold	962.19	1122.55	1282.91	1443.28	1764.01	2084.74	2405.47	2886.56
Little Paxton	971.03	1132.88	1294.71	1456.55	1780.22	2103.91	2427.58	2913.10
Morborne	932.92	1088.41	1243.89	1399.38	1710.35	2021.33	2332.30	2798.76
Offord Cluny & Offord								
D'Arcy	972.88	1135.03	1297.17	1459.32	1783.61	2107.91	2432.20	2918.64
Old Hurst	960.13	1120.16	1280.17	1440.20	1760.24	2080.29	2400.33	2880.40
Old Weston	940.58	1097.35	1254.10	1410.87	1724.39	2037.93	2351.45	2821.74
Perry	948.01	1106.02	1264.01	1422.02	1738.02	2054.03	2370.03	2844.04
Pidley-cum-Fenton	950.35	1108.74	1267.13	1425.52	1742.30	2059.09	2375.87	2851.04
Ramsey	961.29	1121.51	1281.72	1441.94	1762.37	2082.81	2403.23	2883.88
St.Ives	997.55	1163.81	1330.06	1496.32	1828.83	2161.35	2493.87	2992.64
St.Neots	989.07	1153.92	1318.76	1483.61	1813.30	2143.00	2472.68	2967.22
Sawtry	984.70	1148.82	1312.93	1477.05	1805.28	2133.52	2461.75	2954.10
Sibson-cum-Stibbington	967.84	1129.15	1290.45	1451.76	1774.37	2096.99	2419.60	2903.52
Somersham	982.70	1146.49	1310.26	1474.05	1801.61	2129.19	2456.75	2948.10
Southoe & Midloe	983.55	1147.48	1311.40	1475.33	1803.18	2131.04	2458.88	2950.66
Spaldwick	961.74	1122.03	1282.32	1442.61	1763.19	2083.77	2404.35	2885.22
Stilton	977.59	1140.53	1303.45	1466.39	1792.25	2118.12	2443.98	2932.78
Stow Longa	963.69	1124.30	1284.91	1445.53	1766.76	2087.99	2409.22	2891.06
The Stukeleys	952.20	1110.90	1269.60	1428.30	1745.70	2063.10	2380.50	2856.60
Tilbrook	951.44	1110.02	1268.58	1427.16	1744.30	2061.46	2378.60	2854.32
Toseland	948.23	1106.28	1264.31	1422.35	1738.42	2054.51	2370.58	2844.70
Upton & Coppingford	952.53	1111.28	1270.03	1428.79	1746.30	2063.81	2381.32	2857.58
Upwood & the Raveleys	956.63	1116.08	1275.51	1434.95	1753.82	2072.71	2391.58	2869.90
Warboys	965.15	1126.02	1286.87	1447.73	1769.44	2091.17	2412.88	2895.46
Waresley-cum-Tetworth	946.62	1104.39	1262.16	1419.93	1735.47	2051.01	2366.55	2839.86
Water Newton	932.92	1088.41	1243.89	1399.38	1710.35	2021.33	2332.30	2798.76
Winwick	932.92	1088.41	1243.89	1399.38	1710.35	2021.33	2332.30	2798.76
Wistow	953.07	1111.92	1270.76	1429.61	1747.30	2065.00	2382.68	2859.22
Woodhurst	952.92	1111.74	1270.56	1429.38	1747.02	2064.66	2382.30	2858.76
Woodwalton	962.33	1122.73	1283.11	1443.50	1764.27	2085.06	2405.83	2887.00
Yaxley	984.39	1148.45	1312.51	1476.58	1804.71	2132.84	2460.97	2953.16
Yelling	942.45	1099.52	1256.59	1413.67	1727.82	2041.97	2356.12	2827.34
Wyton-On-The-Hill	964.32	1125.04	1285.76	1446.48	1767.92	2089.36	2410.80	2892.96

Representation of Political Groups on District Council Panels, etc

Report by the Head of Democratic and Central Services

1. INTRODUCTION

- 1.1 The Local Government and Housing Act, 1989 and associated Regulations describe arrangements for achieving a balance on Panels, etc, to reflect the representation of political groups and Independent Members on the District Council. The Act requires the District Council to review the representation of different political groups at the time when the authority holds its Annual Meeting – or on subsequent occasions when the constitution of political groups on the Council changes for any reason.
- 1.2 The Head of Democratic and Central Services has received notice from Councillor P D Reeve that he and Councillor A Monk wish to be treated as a political group for the purposes of the allocation of seats on the District Council in accordance with Regulations under the Local Government and Housing Act 1989 as described in paragraph 1.1.

2. WAY FORWARD

- 2.1 Members will be aware of the impending by-election in Fenstanton Ward on 25th February 2010 and that the Council already has, at four of its five meetings in the municipal year 2009/10 been required to vary the membership of its Panels/Committees.
- 2.2 To avoid further disruption and to maintain continuity of attendance and understanding of business within the various Panels, the Head of Democratic and Central Services has approached all four Group Leaders to seek their support of a suggestion not to review the representation of groups on Panels again until the beginning of the new Municipal Year in May 2010 when it would be undertaken, in any event, as matter of course. It was proposed that this arrangement would only proceed with the agreement of all Group Leaders.
- 2.3 All Group Leaders have responded positively to this suggestion and agreed to waive the requirement to review the representation of political groups until the Annual Meeting of the Council to be held on 19th May 2010.

3. RECOMMENDATION

That the Council be requested to defer further variations to Panel memberships until the Annual Council is invited to determine the allocation of seats to District Council Panels at their meeting on 19th May 2010.

BACKGROUND PAPERS

Local Government and Housing Act 1989

Local Government Act 2000

District Council Constitution

Contact Officer: Christine Deller, Democratic Services Manager
☎ 01480 388007

Appointment of Cabinet Members

Report by the Head of Democratic and Central Services

1. INTRODUCTION

- 1.1 When the Structure Review Working Party reported to Council in April 2009 with recommendations to amend the structure of the Council, it proposed changes to the form of leadership of the Council necessitated by the Local Government and Public Involvement in Health Act 2007. It has since become apparent that those changes may not be implemented until the annual meeting of the Council in 2011 and the Working Party has therefore proposed that interim changes be made in May 2010 which will take the Council along the path towards the new form of leadership required by the Act.

2. CHANGE REQUIRED BY THE ACT

- 2.1 The 2007 Act requires the Council to implement either an elected mayor or an executive leader in May 2011. The powers of both positions are broadly similar, except that the mayor is directly elected by the electorate whereas the executive leader is a serving councillor. Both terms of office are for a period of 4 years.
- 2.2 The Act requires the various tiers of councils, counties, metropolitans and districts, to move to the new form of leadership on a phased basis. In the case of district councils, the change cannot be made before the annual meeting in May 2011.

3. INTERIM ARRANGEMENTS

- 3.1 As the change cannot be made as envisaged in 2010, the Democratic Structure Working Party has proposed that, in the interim, the Leader of the Council be authorised to determine the membership of the Cabinet with effect from May 2010 as opposed to this being a decision of the Council. This is an option that has been available since the Local Government Act 2000 was introduced and which many authorities have adopted.
- 3.2 The change will require various alterations to the constitution and to the Council Procedure Rules. Such changes would normally be subject to discussion by the Corporate Governance Panel with a recommendation to the Council. However a meeting of the Panel has not been held since the Working Party met.
- 3.3 Council Procedure Rules require any motion to vary the Rules to stand adjourned without discussion to the next ordinary meeting of the Council. The latter will take place on 21st April which will enable

details of the change to be discussed by the Corporate Governance Panel at its meeting to be held on 24th March.

4. CONCLUSION

- 4.1 Both the elected mayor and executive leader forms of leadership enable the holders of those positions to determine the size and membership of the Cabinet. The Council must adopt one of those formats with effect from May 2011 but in the interim can move to the 'strong leader' model of leadership provided for by the 2000 Act whereby the Leader, rather than the Council, chooses the membership of the Cabinet.
- 4.2 A report which lists all of the changes required to the current constitution to accommodate the change will be submitted to the Corporate Governance Panel meeting to be held on 24th March but, if this is to be implemented in May 2010, a motion to amend the relevant Council Procedure Rules must be submitted to and adjourned at the Council meeting on 17th February.

5. RECOMMENDATIONS

5.1 **The Democratic Structure Working Party therefore recommends that**

- (a) **that the following Council Procedure Rules be deleted with effect from the annual meeting of the Council in May 2010 –**

'1.1(vii) appoint the Deputy Leader;

1.1(viii) agree the number of members to be appointed to the Cabinet and appoint those members to the Cabinet;' and

- (b) **that a report on the consequential changes to the constitution be submitted to the Corporate Governance Panel meeting to be held on 24th March 2010 for subsequent consideration at the Council meeting to be held on 21st April 2010.**

BACKGROUND PAPERS

Nil

Contact Officer: Roy Reeves, Head of Democratic and Central Services
☎ 01480 388003

Appointment of Independent Members to the Overview and Scrutiny Panels

Report by the Head of Democratic and Central Services

1. INTRODUCTION

- 1.1 Following the review of its democratic structure, the Council decided to introduce provision for two independent members of the public to be appointed to each of the Overview and Scrutiny Panels. The process to identify candidates has been completed and is reported for ratification by the Council.

2. INDEPENDENT OVERVIEW AND SCRUTINY MEMBERS

- 2.1 The Council's Constitution provides for a total of six independent members to be recruited. Two independent members will be appointed to each Panel.

- 2.2 A programme of publicity designed to generate expressions of interest in joining the Panels from members of the public has been undertaken. There has been an exceptional response and the Overview and Scrutiny Panels authorised the Head of Democratic and Central Services to convene politically balanced Selection Panels to interview the applicants and to make recommendations on the recruitment of two independent members to each Panel.

- 2.3 The Selection Panels all met during the week beginning 25th January 2010. As a result the following individuals have been selected:

Economic Well-Being

Mr R Hall
24 St Margaret's Road
Wyton
Huntingdon PE28 2AN

Mrs H Roberts
39, The Glades
Huntingdon PE29 6JS

Environmental Well-Being

Mr D P Hopkins
The Manor
Pidley
Huntingdon PE28 3DD

Mr M T Phillips
5 Chapel Close
Hilton
Huntingdon PE28 9NS

Social Well-Being

Mr R Coxhead
28 Dovehouse Close
Godmanchester
Huntingdon PE29 2DY

Mrs M Nicholas,
Highfield Farm,
Drewels Lane,
Eynesbury,
St Neots PE19 6XW

- 2.4 Once the formal appointment process has been completed, inductions will be held. The independent members will be invited to their first Overview and Scrutiny Panel meetings in March.

3 RECOMMENDATION

3.1 It is

RECOMMENDED

that the Council appoints to the Overview and Scrutiny Panels the individuals listed in paragraph 2.3 above for a period of four years.

BACKGROUND PAPERS

Independent Overview and Scrutiny Panel Members file held in the Office of the Director of Central Services.

Huntingdonshire District Council Scheme of Co-Option.

Huntingdonshire District Council Guidance for Independent Members of Overview and Scrutiny Panels.

Contact Officer: A Roberts, Scrutiny and Review Manager
☎ 01480 388015

Cabinet

Report of the meetings held on 17th December 2009 and 21st January 2010

Matters for Information

**52. TREASURY MANAGEMENT –
INVESTMENT AND PERFORMANCE**

The Cabinet has noted the performance of the District Council's Fund Managers for the period 1st July to 30th September 2009.

**53. LOCAL GOVERNMENT FINANCE ACT 1988 (AS AMENDED)
PUBLICATION OF RURAL SETTLEMENT LIST**

Billing authorities are required under Section 42 of the Local Government and Finance Act 1988 to compile and maintain a rural settlement list identifying the boundary of any settlement which has not more than 3,000 residents. This list is then used to grant rural rate relief to local post offices, village shops and petrol filling stations. Following a review necessitated by growth in certain areas, changes to the District Council's Rural Settlement List have been approved by the Cabinet.

54. PERFORMANCE MONITORING

The Cabinet has reviewed the Council's performance against targets within the Corporate Plan "Growing Success", together with a summary of achievements, service performance, progress against the Council's Improvement Plan and the deliberations of the Overview and Scrutiny Panels on the matter.

55. ST. NEOTS HEALTH CHECK

The Cabinet has been acquainted with the purpose and process of the St. Neots "health check" undertaken by the Planning Division. The health check explored St. Neots holistically and identified what could be done to improve the town in line with its predicted growth. The consultation process undertaken has created a vision for the whole of St. Neots which Officers will use to develop plans for use as future funding bids.

56. PAXTON PITS NATURE RESERVE EDUCATION CENTRE

The Cabinet has been acquainted with the key elements of the scheme to provide an education centre at Paxton Pits Nature

Reserve, which will provide a class room for office use by educational groups and local schools.

Funding for the scheme amounting to £280,000 has been secured by the Wildlife Trust from the Aggregate Levy Sustainability Fund. Countryside Services have obtained match funding of £70,000 from the Housing Growth Fund with a further £4,000 donated by the Friends of Paxton Pits. Once completed, the building will be owned by the District Council and leased to the Wildlife Trust for a period of 30 years.

**57. AGEING WELL IN HUNTINGDONSHIRE –
OLDER PEOPLE'S STRATEGIC STRATEGY**

The Cabinet has approved the contents of the Huntingdonshire Housing and Health Ageing for Older People's Strategic Strategy. The strategy has been prepared to examine the issues and identify the housing and related services that the District Council and Partners can deliver to support NHS Cambridgeshire in promoting healthy ageing and improving the quality of life for older people.

58. DRAFT SIDE ROAD ORDERS FOR A14

The Cabinet has endorsed the Council's response to the draft side road orders for the A14 Ellington to Fen Ditton Improvements Scheme published by the Highways Agency. Having reviewed the issues involved, the Cabinet support the overall principle of the proposed scheme but have commented in relation to the high levels of traffic predicted in and around Huntingdon town centre, the layout for the proposed new interchanges at Brampton and Fen Ditton and the risk of flooding and noise for villages adjoining the proposed route.

59. SHAPING PLACES, SHAPING SERVICES

The Cabinet has noted the contents of Cambridgeshire County Council's Community Engagement Strategy - "Shaping Places, Shaping Services". The strategy aims to increase the potential for local people to influence the development of their communities and the services provided.

**60. REVIEW OF PARTICIPATORY BUDGETING PILOT PROJECTS IN
HUNTINGDONSHIRE**

The Cabinet has been acquainted with the findings of two participatory budgeting pilots undertaken in the Huntingdon North and Eynesbury Wards. Particular reference was made to the Government's community empowerment directions, which encourage authorities to undertake some form of participatory budgeting by 2012. The approach is believed to give people more of a direct stake in local governance and increase levels of civic and community participation and action.

Having considered the potential of expanding participatory budgeting in future and in particular issues relating to the role of the Neighbourhood Forums, the Cabinet has requested that Officers undertake further evaluation to include a breakdown of the costs involved in extending the system more widely. In the meantime, investigations will continue with partners as to the level of funding they are prepared to commit to such a project.

61. MONITORING OF THE CAPITAL PROGRAMME 2008/09

The Cabinet has been acquainted with variations to the approved capital programme in the current year and the consequential estimated revenue impact.

62. FINANCIAL MONITORING – REVENUE BUDGET

The Cabinet has noted the expected revenue budget variations already identified in the current year, together with the payments written-off in the year for Council Tax and National Non-Domestic Rates. In that respect, Members were advised that there had been an increase in the number of liquidations during 2009 as a consequence of the downturn in the economic climate which had led to an increase in the value of debts being written-off.

In noting that the expected outturn of revenue expenditure is £22.2m, which represents a reduction in the budget deficit of £1.2m, Executive Councillors have referred to the absence of a contingency to make “invest to save” decisions and have agreed that as part of the final budget paper the underspend be used to establish a “special reserve” to help fund the achievement of savings.

63. ASSET MANAGEMENT PLAN

The Cabinet has noted details of the Council’s management of assets against national property performance management indicators. In so doing, Executive Councillors have been advised that the registration of all land and property with the Land Registry was nearly complete and that work is progressing to incorporate all information relating to the Council’s property ownership and asset management on a new computerised database.

64. IMPROVEMENTS TO KERBSIDE RECYCLING SERVICES

The Cabinet has agreed to widen the range of materials collected through the current kerbside recycling service to include glass bottles and containers with effect from the end of March 2010. The Director of Environment & Community Services has been authorised to determine an appropriate way forward for the scheme’s delivery after consultation with the Executive Councillor for Operational and Countryside Services.

In discussing the extension of the service, the Cabinet’s attention has been drawn to the future of local glass “bring sites” which were previously the only method of recycling in the District. As recycling

services have developed and expanded in recent years, the amount of material collected through the “bring site” system has reduced and now represents a small fraction of the material collected for recycling. In that respect, the Cabinet has agreed to introduce a phased removal of the existing recycling banks from bring sites. Payment of recycling credits will continue at the current rate per tonne to site owners during the financial year 2010/2011 but during this time, efforts will be made to secure arrangements to introduce new banks at the sites to enable the collection of a different range of recyclables with the aim of these being in place by April 2011. The Cabinet has agreed that the future payment of recycling credits from that date will be on the basis of an equitable division that ensures the full costs of managing and operating “bring sites” is met from the income received.

65. DEVELOPMENT BRIEF - OLD FIRE STATION, ST NEOTS

The Cabinet has agreed to adopt as Interim Planning Guidance a planning brief for the Old Fire Station and Depot site at Huntingdon Street, St Neots. The brief is an important step to achieving the most appropriate form of redevelopment of the site and has been subject of a public consultation exercise. The Cabinet has also authorised the Head of Planning Services, after consultation with the Executive Councillor for Planning Strategy and Transport, to make any minor consequential amendments to the text and illustrations as necessary.

66. SAPLEY EAST – PROPERTY TRANSACTIONS

The Cabinet has authorised the Director of Central Services, after consultation with the Executive Councillors for Resources and Policy and for Finance, to approve terms for a series of property transactions required to achieve the Master Plan for the development of land to the East of Sapley Square, Huntingdon. Having discussed the financial cost of the scheme, the Cabinet has noted that Hunts Forum has submitted a bid for grant funding towards the development of the proposed community enterprise centre referred to in the plan. There is a need for some match funding which will include the land value and possibly some S106 contributions as well as part of the rental stream converted to a loan. With this in mind, the Cabinet has emphasised the need to ensure that the proposals do not incur any additional costs to the Council.

I C Bates
Chairman

Cabinet

Report of the meeting held on 11th February 2010

Matters for Decision

67. FINANCIAL STRATEGY, MEDIUM TERM PLAN AND BUDGET

The Cabinet has considered the content of the 2010/2011 draft budget, Medium Term Plan for the period 2011 - 2015 and the level of Council Tax for 2010/2011. A copy of the report by the Head of Financial Services is reproduced at Agenda Item No 4 on the Council Agenda.

Having noted the conclusions reached by the Overview and Scrutiny (Economic Well-Being) Panel on this matter and the comments arising from the consultation with the business community on expenditure proposals, the Cabinet

RECOMMEND

- (a) that the proposed budget, Medium Term Plan and Financial Strategy appended to the Head of Financial Services' report at agenda item 4 be approved;**
- (b) that a council tax increase of £3.02 (2.5%) representing a level of £124.17 for a Band D property be approved for 2010/11; and**
- (c) that the Director of Commerce and Technology, after consultation with the Leader, Executive Councillor for Finance and relevant Chief Officers, be authorised to manage the special reserve fund, as outlined in paragraph 5.3 of the report.**

68. TREASURY MANAGEMENT STRATEGY 2010

Reproduced at Agenda Item No 4 of is the proposed Treasury Management Strategy for 2010/2011. The Strategy, which complies with the Chartered Institute of Public Finance and Accountancy's Code of Practice, has clear objectives for the management of the Council's borrowing and investments. Having been satisfied that the strategy meets the requirements of the Code of Practice and Government guidance, the Cabinet

RECOMMEND

- (a) that the 2010/11 Treasury Management Strategy appended at Appendix A be approved;**
- (b) that the Treasury Management Indicators and Prudential Indicators 2010/11 be approved; and**
- (c) that the scrutiny of Treasury Management be undertaken by the Overview and Scrutiny (Economic Well-Being) Panel.**

69. DEVELOPMENT MANAGEMENT (DPD) SUBMISSION DOCUMENT

The Cabinet has considered the content of the proposed submission document for the Development Management (DPD) along with the responses received on the proposals set out in the statement of consultation. (Both documents have been circulated under separate cover and Members are requested to bring their copy to the meeting).

The document forms part of the Local Development Framework, will support the Core Strategy and East of England Plan and will set out the Council's policies for managing development in Huntingdonshire including the assessment and determination of planning applications.

RECOMMEND

- (a) that the Development Management DPD Proposed Submission document be approved;**
- (b) that the Head of Planning Services, after consultation with the Executive Councillor for Planning Strategy and Transport be authorised to make any minor textual amendments to the documents and to approve the Statement of Consultation, Sustainability Appraisal, Habitat Regulations Assessment and Equality Impact Assessment prior to publication; and**
- (c) that the Head of Planning Services, after consultation with the Executive Councillor for Planning Strategy and Transport be authorised to complete the final submission for Development Management DPD and associated documents including a summary of the main issues raised in final representations and submission to the Secretary of State.**

70. CAR PARKING REVIEW

Further to Item No. 45 of their Report to the meeting of the Council held on 2nd December 2009, the Cabinet now has decided to make 38 spaces available with 2 hours free parking at Riverside Park, St Neots as part of a revised Off-Street Parking Places Order 2010 which is intended to be implemented on 1st June 2010.

When the Car Parking Working Party first reported with their proposals for car parking in Huntingdonshire as part of their review, the Cabinet asked them to look again at the wider environmental impact of charging for car parking and at the proposals to introduce charges for Riverside and Cambridge Street car parks in St Neots with some free parking for two hours at the former.

In considering the matter further, the working party came to the conclusion that a two hour period of free parking throughout the Riverside car park would be difficult and costly to enforce. In recognition that the car park is used by people visiting the Riverside Park, the working party recommended that 38 spaces be made available only for free parking for two hours, approximately 15% of the total.

The Cabinet has also had the benefit of the views of the Overview and Scrutiny Panel (Environmental Well-Being) which are summarised in item 46 of their Report elsewhere on the agenda.

The Cabinet is conscious that provision has been made in the budget for increased income to commence from charging at several car parks with effect from the beginning of June and that any further delay in proceeding with the order will jeopardise the level of income that has been anticipated. The Cabinet has therefore authorised the Director of Operational Services to proceed to make and advertise the order which will enable the Overview and Scrutiny Panel's comments to be considered with any other responses received during the statutory consultation period. These will then be considered again by the Car Parking Working Party and Cabinet before the order is confirmed.

71. LOCAL DEVELOPMENT SCHEME REVISION

The Cabinet has approved amendments to the Local Development Scheme for Huntingdonshire prior to its submission to the Secretary of State. The changes have arisen as a result of new Regulations on development plan document production and from the need to amend the anticipated timetable for the production of various elements of the Local Development Framework since the adoption of the Core Strategy. The Head of Planning Services, after consultation with the Executive Councillor for Planning Strategy and Transport, has been

authorised to make any minor changes to the scheme, as he considers necessary following formal consultation with Go-East.

**72. NATIONAL NON-DOMESTIC RATES –
DISCRETIONARY RATE RELIEF UNDER LOCAL GOVERNMENT
FINANCE ACT 1988 (AS AMENDED)**

The Cabinet has re-examined and modified the Council's policy for assessing entitlement to discretionary rate relief for charities and kindred organisations which was last reviewed in October 2005. In so doing, the Cabinet has -

- ◆ agreed that the rateable value referred to in the policy be reviewed on the occasion of a new rating list (every five years);
- ◆ authorised the Head of Revenue Services and the Local Taxation Manager to grant relief under the new policy;
- ◆ agreed that "Part Occupation" relief be optimised in appropriate cases for a maximum of twelve months, subject to prevailing legislation on unoccupied rating;
- ◆ agreed that "Rural Rate Relief" continue to be granted in appropriate cases (subject to the Rural Settlement List) and with a provision of 100% relief for post offices;
- ◆ approved the determination of "Hardship Relief" by the Head of Customer Services, after consultation with the Executive Member for Finance, on the merits of individual cases; and
- ◆ authorised the Director of Commerce and Technology to deal with appeals from applicants dissatisfied with the determination made by the Head of Revenue Services and the Local Taxation Manager.

73. MINI-RECYCLING SITES - WORKING ARRANGEMENTS

The Cabinet has noted revised working arrangements which have been put in place by the Head of Operations to ensure that 1,100 litre wheeled bins at bring sites are moved safely by employees. Collections have been re-scheduled so that two employees attend all known heavily used locations together. Instructions have been given that if an employee finds that a bin is too heavy to move when working alone, he should not attempt to move it. These changes will meet the requirements for safe working practices outlined by the HSE Inspectorate.

74. ST. NEOTS EASTERN EXPANSION

The Cabinet has been acquainted with governance arrangements required to support the master planning process for the St. Neots Eastern Expansion. Having been advised that member involvement will take the form of a Members' Steering Group, with representatives from the County, District and Town Councils, the Cabinet has authorised the Chief Executive, after consultation with the Deputy Leader to appointment four Members to this Group. The Group will receive input from the various stakeholder groups including the St Neots Town Centre Initiative and will report directly to a Delivery

Board on which the Director of Environmental and Community Services will represent this authority.

I C Bates
Chairman

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Standards Committee

Report of the meeting held on 3rd December 2009

Matters for Information

11. MEMBERSHIP OF COMMITTEE

The Committee has noted the resignation of Mr M Reece as a Councillor of The Offords Parish Council and consequently as a parish council representative on the Standards Committee. The Cambridgeshire & Peterborough Association of Local Councils has been requested to nominate a replacement representative and it is the expectation that the Huntingdonshire Association will be meeting shortly to do so.

12. REPORTS OF SUB COMMITTEES

The Chairmen of the Referrals (Assessment) and Consideration & Hearing Sub Committees have updated the Committee on the business they have considered in general terms and reported on the outcome of each case.

In total five allegations of misconduct have been considered by the Assessment Sub Committee of which three have been referred to the Monitoring Officer for investigation. No further action was recommended in the other two cases.

Following an earlier investigation, the Consideration & Hearing Sub Committee has accepted a recommendation from the Investigating Officer that there was no breach of the Code of Conduct in cases involving complaints against two Councillors serving on Yaxley Parish Council.

13. 2009 ANNUAL ASSEMBLY

Further to Item No 5 of the Report of their meeting held on 23rd September 2009, the Committee received a report from those Members who attended the 2009 Annual Assembly of Standards Committees Conference held in Birmingham in October. Overall, attendance was considered to be worthwhile with participation in sessions with other local authorities particularly beneficial. Mention also was made of the tendency of other authorities to appoint specific Town/Parish Council Liaison Officers which, in the view of the Parish representatives present, potentially might offer some advantages in Huntingdonshire.

14. UPDATE ON CODE OF CONDUCT REVISION

The Department for Communities and Local Government is responsible for dealing with revisions to the Members Code of Conduct. It was the expectation that minor revisions to the current Code would be published last autumn. Disappointingly, a new Code has not yet been published but the Committee has noted that the main change is expected to involve the conduct of Members in their non-official capacity where that conduct would be a criminal offence. Further consultation on the introduction of a Code for Officers also is likely to take place in 2010. Training for District, town and parish Councillors will be arranged when the changes have been published.

15. LOG OF CODE OF CONDUCT ENQUIRIES

The Committee has noted the nature of the Code of Conduct enquiries recently recorded by the Monitoring Officer and has been reminded that the areas of the Code which appear to cause the most concern form the basis for the Monitoring Officer's approach to training for parish councils.

16. TRANSFER OF WORK FROM ADJUDICATION PANEL FOR ENGLAND INTO UNIFIED TRIBUNAL STRUCTURE

The Committee has been advised that the work of the Adjudication Panel (Standards for England) will transfer into the new General Regulatory Chamber (GRC) with effect from January 2010 and will, from that date be known as First Tier Tribunal (Local Government Standards, England). The Adjudication Panel will be abolished and references and appeals made formerly to the President of the Panel will now be determined by the First Tier Tribunal. These changes form part of a programme of tribunal reform and involve no additional staff at the tribunal offices in Leeds.

17. STANDARDS COMMITTEE – WEB STRATEGY

Following a meeting with the District Council's Web Development Team, several suggestions to improve the style and content of the Committee's current web pages and raise the profile of standards and code of conduct issues have been discussed. Initiatives include the introduction of an on line complaint form and a section featuring answers to frequently asked questions. In particular, the Committee has asked for an on site flow diagram which could act as a training aid when, for instance, seeking advice on whether or not it would be appropriate to declare interests. The Monitoring Officer also undertook to pursue other suggestions which comprised giving advice on how to pursue other forms of complaints and associated web links.

18. ASSESSMENT MADE CLEAR DVD

The Committee has viewed the latest training aid produced by Standards for England designed principally to help Members involved in the assessment of complaints.

D L Hall
Chairman

Overview & Scrutiny Panel (Economic Well-Being)

**Report of the meetings held on 10th December 2009
and 14th January and 4th February 2010**

Matters for Information

34. WEB SITE

The Panel has received a presentation highlighting the improvements and enhancements that have been made to the Council's website following the completion of phase 1 of the project to transfer the existing system onto a new technical infrastructure. The presentation has acquainted Members with the financial benefits of providing online services. Over 80 forms are now available electronically and users have access to in excess of 2000 downloadable documents.

A soft launch of the system took place in January and this will be followed by a formal launch in February. Phase II of the upgrade will continue through 2011 and will include the introduction of more new features and the facility for users to personalise the way they use the website.

35. PERFORMANCE MONITORING

In considering the performance of the Council against its priority objectives in the quarter to 30th September 2009, the Panel has noted that leisure centre income is 9% below the target and an improvement in Quarter 3 is not expected. Given this situation, the Panel has requested that a more detailed report on the leisure centres' finances, including the marginal cost per hour for opening, is submitted to a future meeting. During further discussion on the leisure centres, Members have commented on the difficulties being experienced in addressing matters raised by Sawtry School Governors following the loss of the leisure centre management committees. As the new leisure forums are advisory committees advice has been received that such issues should be discussed with Leisure Centre Managers and, where appropriate, directed to the Executive Councillor for Leisure.

With regard to the "amber" rating of the objective for the Strategic Partnership Thematic Groups to review their performance and delivery, the Panel has noted that there will be an opportunity to scrutinise the performance of the Thematic Groups later in the year.

36. SCRUTINY OF HUNTINGDONSHIRE STRATEGIC PARTNERSHIP

The Panel has been acquainted with the content of a draft protocol, which has been devised to guide how the Council fulfils its statutory duty to scrutinise the Strategic Partnership. Members have been reminded that the Council has allocated responsibility for scrutinising different aspects of the Strategic Partnership to the full Council and the three Overview and Scrutiny Panels, with the Economic Well-Being Panel having responsibility for scrutinising the Economic Prosperity and Skills Thematic Group. The protocol is intended to provide Partners with clarification and assurances about the process to be adopted. It has been considered and endorsed by the Strategic Partnership's Executive and Board.

37. ASSET MANAGEMENT PLAN

The Panel has reviewed the annual report on the performance of the Council's assets against a range of criteria. Members have noted that generally the Council's performance compares favourably with that of other authorities and that the compilation of some figures has been delayed so that the new offices at Pathfinder House can be taken into account.

Members have been informed that increases in the Council's energy consumption are mainly attributable to the Leisure Centres; however, there is expected to be a reduction in the energy consumed in the future following developments at the Centres through improved building practices. It is also anticipated that the implementation of the Council's Energy Efficiency Strategy will produce improvements in this respect. Members have suggested that opportunities to introduce further energy efficiency measures should be explored but that they should take into account the environmental cost of construction and running costs.

The Panel has been advised that the Council has no suitable projects that will qualify for grant aid from the Community Assets Fund; however, funding applications will be made to other sources to improve Council assets.

Members have been acquainted with details of the Council's asset development achievements during 2008/09. These include the completion of Block D of Pathfinder House and the opening of the CreativeXchange. A database of information relating to property ownership will be completed now that delays caused by the Land Registry have been resolved.

38. SAPLEY EAST – PROPERTY TRANSACTIONS

The Panel has endorsed for submission to the Cabinet proposals for property transactions, which are required to complete the final phase of the approved Masterplan for Sapley East as part of the overall regeneration of Oxmoor. Members have also endorsed the adoption by the Council of the principle that any income from its land interests in the area will be reinvested in Oxmoor.

The scheme will be phased to coincide with negotiations on the relocation and possible acquisition of buildings already on site. Key elements of it include the development of a Community Enterprise Centre and redevelopment of parts of the Luminus site. Hunts Forum, as part of a partnership agreement with the Council, has submitted a bid for grant funding towards the cost of the Centre. Members have been informed that it is unlikely that the bid will not be successful but that, should it be refused, income from land sales can be used for the project or, subject to the returns achievable, borrowing will be considered. Alternatively, there is also the option to delay the project until land values increase. A service level agreement with Hunts Forum will be introduced for the use of the building.

39. FINANCIAL STRATEGY, MEDIUM TERM PLAN 2011-2015 AND THE 2010/11 BUDGET

The Panel has reviewed the Financial Strategy, Medium Term Plan 2011 - 2015 and the Budget and level of Council Tax for 2010/11, which are included in a separate item elsewhere on the Agenda for the Council meeting.

The Panel has been reminded of the process involved in developing the Financial Strategy. Members also have been acquainted with the changes that have been made since they endorsed the draft Strategy at a previous meeting. It now takes into account £1.2 million in savings that have been identified, which have been transferred into a Special Reserve in order to facilitate the achievement of future spending adjustments. The changes have brought about a reduction in the Council's budget deficit which will allow the future required spending adjustments to be phased in at a more regular rate. Overall spending will be significantly lower than previously assumed owing to lower provision made for pay and price inflation, lower assumptions relating to Government Grant and a proposed reduction in the level of Council Tax increase to 2.49%. The result will be that a reduced level of spending adjustments will be needed in the Medium Term Plan period though the longer term requirement will be little changed.

Members' attention has been drawn to the Director of Commerce and Technology's opinion that the combination of a robust budget process and the current level of reserves should give Members no concerns over the Council's financial position for 2010/11. He is, however, of the view that a significant level of work will be required to plan for the spending adjustments that will be required in future years as reserves are depleted.

With regard to the uncertainties and risks associated with the financial forecast, the Panel has been reminded of the possible impact of the Guided Bus on the Council's parking income. The unknown length and depth of the recession, changes in grant funding and the forthcoming revaluation of the pension scheme also have been discussed.

Further discussion has been held on investment interest and borrowing costs. Lower than planned expenditure from the Council's reserves in 2008/09 has allowed investments to be made at favourable rates. In addition, income of £150,000 from the sale for development of the site of the public conveniences on South Street, St Neots has been included in the Budget for 2010/11. Furthermore, planned improvements to Huntingdon bus station are under review. Having been advised of the effect of introducing alternative increases in Council Tax, Members have received assurances that the Budget will enable the Council to achieve its objectives in the forthcoming financial year.

At the conclusion of their discussions, the Panel has outlined their support for an annual increase of 2.49% in Band D equivalent Council Tax and for the proposed Budget and Medium Term Plan. They have also supported the creation of a Special Reserve for use in achieving future spending adjustments.

40. 2010/11 TREASURY MANAGEMENT STRATEGY

The Panel has been acquainted with proposed changes to the Council's Treasury Management Strategy for 2010/11. Following recent interest in the subject as a result of the collapse of Icelandic banks in 2008, a number of developments in treasury management have taken place at the national level. The Audit Commission has published new guidance and a revised Code of Practice has been received from the Chartered Institute of Public Finance and Accountancy (CIPFA). Members also have been advised that the Department for Communities and Local Government is currently consulting on revised guidance on local authority investments, which is expected to apply from April 2010 onwards.

The primary change to the Council's Treasury Management Strategy is that it now places emphasis on using a wider range of information to assess counterparty credit quality and on prioritising security and the liquidity of investments.

Having noted that, in accordance with the CIPFA Code of Practice, the Panel now has formal responsibility for scrutinising Treasury Management and that training will be provided for this purpose, the Treasury Management Strategy for 2010/11 has been endorsed for submission to the Cabinet and Council.

41. CUSTOMER SERVICE QUARTERLY REPORT

The Panel has received the Customer Service Quarterly Performance Report for the period October to December 2009, which outlines the levels of performance and standards achieved by the Service. Members' attention has been drawn to the fact that, following a 'mystery shopper' exercise, the Council has achieved the highest rating in the region for customer services.

42. ECONOMIC DEVELOPMENT

The Panel has been acquainted with the implications for the Council and for the District of the loss of the Huntingdonshire Enterprise Agency. Having noted the services that previously were provided through the Agency, Members have been apprised of the support that is now provided to individuals through the Cambridge and Rural Enterprise and Mentoring (CREAM) project to enable them to become self-employed. Particular reference has been made to the high number of new businesses that have started in the District and the ability the Council has to commission bespoke services as conditions require. Having also discussed the cost to the Council of business development, Members have concluded that, through partnership working, the budget available attracts a significant level of services; however, there are concerns regarding the future funding of the CREAM project beyond 2012.

The Panel also has received a presentation on the CreativeXchange in St Neots. Members have been acquainted with the background to its development through Longsands School and the fact that, through a commitment by the Council of £300k, the total value of the investment in the project is £2m. The CreativeXchange has exceeded its operating targets to date and is well placed to meet its targets for 2010/11. It has, specifically, had a high level of occupancy, which is notable given recent economic conditions. It has also received a number of awards. In that context, the Panel has congratulated all those involved in the project on the progress that has been made to date.

43. INDEPENDENT SCRUTINY PANEL MEMBERS

The Selection Panel's recommendations for the appointment of two independent members to the Panel have been endorsed. A separate item relating to this matter appears elsewhere on the Council's Agenda.

44. THE HEALTH IMPLICATIONS OF THE NIGHT TIME ECONOMY

The Panel has followed-up work carried out by the former Overview and Scrutiny Panel (Service Support) during a study into the impact of excessive alcohol consumption on levels of anti-social behaviour and alcohol related crime within the District by receiving data on the effect of alcohol consumption on local health and health services. The data, provided by the Public Health Observatory at the Centre for Public Health, indicates that for all age bands Huntingdonshire has lower rates of admission to hospital than the average for England. However, the rate of alcohol-specific hospital admissions for under 18s is higher than for other indicators, so the Panel has asked for further information on this and whether any qualitative analysis has been carried out on the effects of alcohol consumption in rural areas.

Other Matters of Interest

45. OVERVIEW AND SCRUTINY PANEL (ECONOMIC WELL-BEING) - PROGRESS

The Panel has reviewed its ongoing studies at each of its meetings. Reports on the costs associated with Standards and on the Council's management of Capital projects will be submitted to future meetings.

46. WORK PLAN STUDIES

The Panel has reviewed its work plan and received details of studies being undertaken by the other Overview and Scrutiny Panels. A number of future study areas are included in the plan.

47. FORWARD PLAN

The Panel has been acquainted with details of the current Forward Plan of Key Decisions, which has been prepared by the Leader of the Council.

48. SCRUTINY

The Panel has considered the latest edition of the Decision Digest and discussed matters contained therein.

J D Ablewhite
Chairman

Overview & Scrutiny Panel (Environmental Well-Being)

**Report of the meetings held on 8th December 2009
and 12th January 2010**

Matters for Information

33. GREEN HOUSE PROJECT

The Panel has welcomed a progress update on the District Council led retrofitting demonstration project for private housing in the District. In so doing, Members have suggested that the financial savings that can be achieved by householders should be published alongside the associated carbon savings, as this is likely to carry weight in residents' decisions on energy conservation. The Panel is of the opinion that a cost benefit analysis should be included in future promotional material, in particular details of projected pay back periods.

The Panel has been advised that the property in St. Ives will be the main exemplar, showcasing how emissions can be reduced through various affordable measures. This property will be open for individuals and organisations to view, with the property in St. Neots likely to be let to tenants.

The Panel has asked to visit the retrofitted properties prior to the formal launch in June 2010.

34. DEVELOPMENT BRIEF OLD FIRE STATION, ST. NEOTS

The Panel has welcomed and supported a report on the redevelopment opportunities of land in and around the Old Fire Station and Depot, Huntingdon Street, St. Neots, a redundant site that requires design guidance to aid with its marketing. The Panel has acknowledged the interest locally in improving the leisure infrastructure within St. Neots and agreed that this could be a potential site for leisure development. Members have been assured that any development at this site will be appropriate to its town centre location.

35. DEVELOPMENT BRIEF CHEQUERS COURT, HUNTINGDON

The Panel has considered a report on the redevelopment opportunities in and around Chequers Court shopping area, in the centre of Huntingdon. Members have acknowledged that redevelopment of Chequers Court will be necessary for the town

centre to be re-invigorated. The Panel has been acquainted with two potential scenarios for the site, but noted that much will depend on land availability with a number of private owners involved.

The Panel has expressed its support for the development brief but has raised concerns over the possible loss of the petrol filling station currently operated by Sainsbury's which it was considered will lead to a lack of competition in the town.

36. ST. NEOTS HEALTH CHECK

The Panel has expressed its support for the purpose and process of the St. Neots Health Check. Members have commended the work that has been undertaken to date which has identified what can be done to improve St. Neots in line with its predicted growth. The consultation process undertaken will result in a master plan and will provide the evidence for future funding bids.

37. PERFORMANCE MONITORING

The Council's performance against the environmental well-being targets within the corporate plan 'Growing Success' has been reviewed by the Panel. The Panel was pleased to note that all but one of the indicators where statistics are available are positive.

38. STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT (SHLAA)

The Panel has received a presentation on the strategic housing land availability assessment which has identified and assessed potentially suitable sites for housing development as part of the Local Development Framework. The Panel has noted that the process has shown that Huntingdonshire has sufficient land supply for fifteen years and can demonstrate the achievement of sustainable strategy for growth.

In light of the ongoing flooding problems encountered in parts of St. Ives, the Panel has been assured that Anglian Water will be consulted prior to the allocation of sites in that area.

39. OVERVIEW OF NEW WEBSITE - FEATURES AND BENEFITS

The Panel has received a presentation on the Council's new website which was developed due to the need to upgrade the existing web infrastructure. In so doing the opportunity has been taken to improve the functionality and appearance of the website. The Panel has been informed that the website represents the cheapest form of service delivery and that the Council aim to persuade all residents who have the capacity to do so, to use the website in view of the savings that can be generated. Members have questioned the cost of maintaining the Council's website and this information will be circulated to Panel Members in due course.

40. CARBON FOOTPRINT REDUCTION

Following the discussion at the headline debate at the Council meeting in December, the Panel has considered actions that have been taken by other local authorities in an effort to encourage residents and businesses to reduce their carbon footprint.

In that respect, the Panel has invited the Executive Councillor for Environment and Information Technology and the Head of Environmental Management to attend the next meeting of the Panel to discuss potential actions that the Council and other authorities might take to challenge, encourage and enable residents and businesses to reduce their carbon footprint.

41. WORK PLAN STUDIES

The Panel has been advised of progress made to date on its programme of studies.

42. LOCAL GOVERNMENT ACT 2000, FORWARD PLAN

The Panel has been acquainted with details of the forward plan of forthcoming decisions prepared by the Leader of the Council.

43. OVERVIEW AND SCRUTINY PANEL (ENVIRONMENTAL WELL-BEING) PROGRESS

The Panel has been advised of progress on issues that had been previously discussed. Following the receipt of a response from Anglian Water's Collection Manager to a list of pre-prepared questions regarding flooding in the area of St Audrey's Lane, St Ives, Members have acknowledged that there is little further that can be pursued at the moment but have asked that the situation continue to be monitored by officers.

The Transportation Team Leader has updated Members on progress towards the provision of cycling routes in Huntingdonshire. The Panel has been informed that the first stage of the Yaxley to Farcet Route has now been completed and design options are being considered for the next stage, although development will be dependant on sufficient funding becoming available. Members have been advised that a meeting has been arranged to discuss options for the Perry village cycle route with the private landowners affected, following which consultation will be undertaken with residents and the parish council in order to inform the Area Joint Committee of villagers' views on a preferred course of action. The scheme will depend on the budget available and the programming of work within the wider network programme. The Panel has been advised that progress is also constrained by a requirement to use contractors approved by the County Council and Members will be questioning the Head of Environmental Management on the possibility of the District Council engaging contractors directly.

44. SCRUTINY

The Panel has considered the latest edition of the Decision Digest and discussed the matters contained therein.

P M D Godfrey
Chairman

Overview & Scrutiny Panel (Environmental Well-Being)

Report of the meeting held on 9th February 2010

Matters for Information

45. CARBON FOOTPRINT REDUCTION

Following the discussion at the Council meeting held on 2nd December 2009, the Panel has received an update from the Executive Councillor for Environment and Information Technology and the Head of Environmental Management on actions being undertaken by the Council to address the need to reduce carbon emissions.

As 30% of the District's emissions are attributable to the housing stock, the Panel has been advised that the Council is working in conjunction with Cambridgeshire Horizons and Renewables East with a view to establishing a carbon offset fund whereby developers pay a levy to contributing towards the retro fitting of the existing housing stock.

As the Council's resources are limited and the widespread implementation of carbon reduction schemes costly, the Panel has been advised that the Council hope to access external funding to deliver projects. However the preparation of bids is time consuming and there is strong competition for the funding available.

The Panel has questioned whether a relatively low cost scheme could be introduced to arrange for libraries to loan smart meters to residents so that they can monitor their own energy usage. However the Panel was informed that it is the view of the Executive Councillor that the current extension of the "Watts Going Down" scheme to other villages is likely to become more effective. The Panel also has questioned whether the Council could offer reduced fees for planning applications for the use of renewable energy sources, but has been informed that planning fees are set nationally and any reduction could only be achieved by way of a subsidy by the Council itself.

In recognising the importance of the subject, the Panel has requested that the Executive Councillor for Environment and Information Technology and the Head of Environmental Management attend the Panel meeting in June 2010 to provide

a further update on progress made on carbon reduction measures.

46. CAR PARKING REVIEW UPDATE

Following the earlier consideration of a report on the Car Parking Review in November 2009, the Panel has considered the findings of a further meeting of the Car Parking Review Working Group which was convened to discuss the operational issues of introducing an area of free car parking for recreational use at the Riverside Car Park, St. Neots.

Members have raised concerns over the possible implications of introducing charging in the car park in view of a recent reduction in the footfall in St. Neots and traffic congestion in the town. The Panel is of the opinion that the implementation of parking charges at the Riverside Park will further exacerbate these issues and increase air pollution in the town centre. The Panel therefore has invited the Cabinet to consider allowing three hours free parking in the whole of the Riverside Car Park which will benefit shoppers who wish to park there and those who want to use the park for leisure and recreational purposes. The Panel has suggested that an appropriate charge be set for those who park longer than three hours with payment on exit which may reduce enforcement costs.

47. REVISED LOCAL DEVELOPMENT SCHEME

The Panel has endorsed a report on the changes proposed to the Local Development Scheme arising from new regulations on the development plan document production and the required content of a local development scheme. The Panel also has noted a need to amend the anticipated timetable for production of various development plan documents since adoption of the core strategy.

48. DEVELOPMENT MANAGEMENT DPD – PROPOSED SUBMISSION

Following the earlier consideration by the Overview and Scrutiny Panel (Service Support) of a report on the Development of Options for the Development Management DPD in December 2008, the Panel has considered the proposed submission Development Management DPD which has been prepared following consultation on the development of options between 30th January and 30th March 2009. Key stakeholder consultation also has taken place between 18th December 2009 and 11th January 2010 on the draft proposed submission document.

In response to concerns raised over the adverse effects on carriageway congestion and parking on verges as a result of car parking allocations on new developments, the Panel has been advised that the Council has to conform to national

parking standards, although the standards set by the Council are slightly higher and the Council is liaising with the County Council on design guidance in an effort to improve the situation.

When considering the Development of Options stage of the DPD, the Panel had proposed that the wording of policy E6 was unduly prescriptive by stating that planning permission for development will be granted for proposals which will deliver the implementation of the Great Fen Project. Doubts also had been expressed about the proposed withdrawal of permitted development rights for specific farming or operational purposes in the Great Fen area which could disadvantage local land owners. In answer to questions as to why changes had not been made to the submission document to reflect the Panel's concerns, Members have been informed that the Government Officer has instructed local planning authorities to be precise when wording policies to avoid the possibility of doubt. In addition, the Panel was pleased to note that where permitted development rights had been removed, no charge was made for any planning application that would otherwise not have been required.

The Cabinet has therefore been informed that the Panel has no specific comments on the Development Management DPD - Proposed Submission.

49. INDEPENDENT SCRUTINY PANEL MEMBERS

The Selection Panel's recommendations for the appointment of two independent members to the Panel have been endorsed. A separate item relating to this matter appears elsewhere on the Council agenda.

50. WORKPLAN STUDIES

The Panel has been advised that the final report of the Development Management Process Working Group will be available for the next meeting at which time Members will also consider possible topics for future studies.

**51. OVERVIEW AND SCRUTINY PANEL
(ENVIRONMENTAL WELL-BEING) PROGRESS**

The Panel has been advised that progress on issues that had been previously discussed.

The Transportation Team Leader has updated Members on the situation with regard to HCV parking in the District. The Panel has been advised that the Executive Councillor for Planning Strategy and Transport has responded on behalf of the District Council to the HCV Advisory Route Network public consultation. The HCV parking facility at Alconbury has re-opened and, as part of the A14 proposals, the Council will continue to look for

the provision of HCV parking facilities or the expansion of existing facilities within the District.

Having regard to a question raised by a Member at an earlier meeting about the cost of the Council's website, a detailed answer has been provided to the Panel's satisfaction.

52. SCRUTINY

The Panel has considered the latest edition of the Decision Digest and discussed the matters contained therein.

Members have requested further information on the implications of the changes to kerbside recycling services.

P M D Godfrey
Chairman

Overview and Scrutiny Panel (Social Well-Being)

**Report of the meetings held on 1st December 2009,
5th January and 2nd February 2010**

Matters for Information

**36. AGEING WELL IN HUNTINGDONSHIRE –
OLDER PEOPLES' HOUSING STRATEGY**

Prior to its submission to the Cabinet (Item No. 57 of their Report refers), the Panel has reviewed the draft Older Peoples' Housing Strategy entitled "Ageing Well in Huntingdonshire: Housing and Healthy Ageing for Older People 2009 – 2014", which has been produced in partnership with NHS Cambridgeshire.

The Panel's attention has been drawn to the Strategy's objectives, which focus on four key areas namely: providing support to older people, undertaking home adaptations, employing more energy efficient measures within homes and providing "extra care" services to the elderly. The latter refers to sheltered accommodation for older people and includes a range of communal facilities and 24 hour nursing care provided by the Primary Care Trust. However, a limited level of this type of support is available across the District, particularly when compared to the level of demand. Whilst it is costly, it is more affordable than other alternatives.

The Panel has discussed a number of matters, including the figures on the changing age profile of Huntingdonshire, the level of service provided by Occupational Therapists within the District, the affordability of home adaptations, the locality of sheltered accommodation and whether the age of individuals covered by the Strategy should be increased to 75+ years. Comment also has been made on the low level of accommodation available to elderly couples.

The Panel has been informed that the Executive Councillor for Housing and Public Health is currently in discussion with the Primary Care Trust and Cambridgeshire Community Services on the Occupational Therapy service. The Notes of these meetings, together with the Terms of Reference for the Working Group established to look at this issue have been circulated to the Panel for their information.

37. PERFORMANCE MONITORING

In conjunction with the Cabinet and the Overview and Scrutiny Panels for Environmental Well-Being and for Economic Well-Being, the Panel for Social Well-Being has reviewed the Council's performance against its priority objectives, which are contained in "Growing Success" - the Corporate Plan. The Panel has endorsed the views of the Corporate Plan Working Group, particularly with regard to the objectives where targets have not been achieved. Members also have noted that the Working Group's investigations into the budgets associated with each of the priority objectives are continuing.

The Panel has discussed housing trends and, specifically, those relating to the number of households living in temporary accommodation in the context of current economic trends and the impact they have had on demand for housing advice and services. Members have been advised that the Council might achieve its annual target if grant becomes available for new housing in the same way as it did last year. With regard to the development of social housing in the year to date, Members have acknowledged the difficulties experienced by developers selling affordable homes through the Government's Shared Ownership scheme. This has, in the past, been used to cross-subsidise the cost of social housing and the lower than hoped for sales have meant that fewer social houses have been built than might otherwise have been the case.

The Panel also has discussed the levels of people experiencing arts interventions and of budget available to the Leisure Centres for promotional and marketing purpose. Members' comments on the conclusions reached have been passed to the Cabinet.

**38. NHS CONSULTATION:
THE FUTURE OF PRIMARY CARE OUT-OF-HOURS SERVICES
FOR RESIDENTS IN CAMBRIDGESHIRE**

The Panel has received details of a consultation exercise being undertaken by NHS Cambridgeshire on the future of primary care out-of-hours services for residents in Cambridgeshire. Members have agreed to submit their own individual responses to the consultation.

39. FUTURE GOVERNANCE OF HINCHINGBROOKE HOSPITAL

The Panel has reviewed the contents of the first edition of "Next Steps News", a newsletter designed to encourage the public to become involved in shaping the future of Hinchingsbrooke Hospital. In so doing it has been confirmed that details of the car parking management contract will be included within the franchise for the governance of the Hospital and that a request has been made to the Chairman of the Stakeholder Panel for the franchise bids to be considered in a private session. Members have reiterated their concern that the Strategic Health Authority might select the franchisee that undertakes to pay off the largest proportion of the Hospital's debt rather than the one that will provide the best level of health care.

Attention has been drawn to the opportunity that exists for the public to comment on the proposals. Members have questioned whether the public will be able to influence the process given the type of questions being posed within the newsletter. In that light, Members have agreed to submit their own comments to the Stakeholder Panel.

40. OVERVIEW OF NEW WEBSITE – FEATURES AND BENEFITS

A presentation on the Council's new website has been received, which highlighted the improvements and enhancements that have been introduced following the completion of Phase I of the project to transfer the existing system over to a new technical infrastructure. Over 2000 online documents and 80 forms are available to users of the website, which attracts in excess of 2000 visitors per day. Financial aspects of the development of the website and of undertaking electronic transactions compared with face-to-face services have been reported. The introduction of online facilities has resulted in significant cost savings for the Council.

A soft launch of the website will take place in January prior to the main launch in February. Phase II of the upgrade, to include more new features and the ability for users to personalise the way the website operates, will continue throughout 2011.

41. IMPROVEMENTS TO KERBSIDE RECYCLING SERVICES

The Panel has expressed its views to the Cabinet (Item No. 64 of their Report refers) on a proposal to extend the current kerbside recycling service to include the collection of glass bottles and containers. The proposal has been prompted by advances in technology, changes in market conditions and the fact that the Council's waste processing contract expired in December 2009. The new contractual arrangements could potentially save the Council £300,000 annually.

As part of the proposals, existing glass recycling banks will be replaced by new banks and the service will be extended to include the collection of a different range of recyclable materials to be managed by third sector organisations. A proportion of the recycling credits will continue to be paid to Parishes when the new arrangements are in place.

The Panel has commented on the health and safety and practical implications of introducing kerbside glass collections and the impact of the proposals on the general repair and maintenance costs associated with the Council's vehicles. Members have not supported a proposal to charge residents for additional recycling bins; however, they are in favour of charging developers for the provision of all bins in new developments.

42. CARE QUALITY COMMISSION

The Panel has received details of the outcome of a meeting between Councillor R J West and Ms B Skinner of the Care Quality Commission. Members have been reminded that the District Council is subject to inspection via the County Council as it contributes towards some of their services. Generally, the Commission's assessments focus on the outcomes that have been delivered by service providers and not the processes that providers have in place.

An invitation from the Commission will be extended to Members to attend a briefing on involving Overview and Scrutiny Committees and Local Involvement Networks (LINK's) in the Commission's work.

43. DISABILITY ACCESS STUDY - UPDATE

Members have received an update on progress against the actions that have arisen from the Panel's previous study into disability access across the District. A response from Cambridgeshire County Council in respect of blue badge parking has been received, which confirms that should civil parking enforcement be extended across the County, the enforcement regime would include measures to address the misuse of blue badge parking and parking in spaces allocated to disabled drivers by unauthorised users.

Town and Parish Councils will be informed of the outcome of the study and they will be reminded that the Neighbourhood Forums are now the most appropriate body to whom to report such issues to in the future.

44. STUDY – PARKING AT HINCHINGBROOKE HOSPITAL

In pursuit of the study on parking at Hinchingsbrooke Hospital, the Panel has received a presentation from the Facilities Business Manager for the Hospital on the operation of the car parks and the action taken to review the parking policy. Members have been informed that a Working Group comprising representatives from Cambridgeshire LINK, employees and the public has been established to undertake the review. Proposals for changes considered thus far include the provision of an additional 40 spaces for employees and 20 spaces at the front of the main entrance to extend the current pick up/drop off point and disabled parking provision. It has further been proposed that the charge for the shortest period of stay should be changed to £2 for 2 hours with the charge rising by £1 for every hour thereafter. Charges currently generate in the region of £500,000 for the Hospital each year, of which £30,000 is paid to a contractor to manage the car parks. The remaining funds are utilised by the Hospital for car parking maintenance and essential medical services.

Discussion has taken place on a number of matters including the possibility of introducing a pay upon exit system, alternative charging schemes, concessionary passes, the role of the contractor, the impact of parking on the surrounding streets, the Hospital's Green

Transport Plan, the possibility of introducing a Shuttle Bus system and the impact of the Hospital's future governance arrangements on the current car parking management contract.

The Panel has concluded that the Hospital should consider further reducing the length of the shortest stay by introducing an additional charging option of £1 for the first hour and that more drop-off spaces should be provided. A further suggestion is that cheaper ways of enabling visitors to pay on leaving the Hospital should be explored. Members also are of the view that further investigation should be undertaken into alternative ways that a Shuttle Bus service to the Hospital might be achieved. A report by the Panel on these points and other findings in the course of the study will be sent to the Hospital's Senior Executive Group at the end of February for inclusion as part of their deliberations.

45. PETITION – HILL RISE PARK, ST IVES

Pursuant to Item No. 30 of the Report to Council on 2nd December 2009, a petition signed by 16 people has been presented to the Panel drawing attention to nuisance caused by anti-social drivers late at night in Hill Rise Park, St Ives. The petition has been referred via the Community Safety Partnership to the St Ives Neighbourhood Forum. This has resulted in the area being adopted as a Policing Priority at the Neighbourhood Forum. On the basis of previous experience of similar problems in St Neots, a number of suggestions to resolve the nuisance caused also has been proposed and endorsed by the Panel. These include adopting a zero tolerance policy coupled with issuing fixed penalty notices for anti-social vehicle use in the area, installing CCTV cameras on site with a direct voice link from the CCTV control room, introducing speed restrictions in the car park and programming the lights at the Skate Park to turn off by a designated time. A report on progress has been requested for 6 months time.

**46. MONITORING OF SECTION 106 AGREEMENTS
(PLANNING OBLIGATIONS)**

The Panel has been updated on the receipt and expenditure by the Council of money negotiated under Section 106 Agreements. Having confirmed that the Panel's role will be to scrutinise the progress of allocated schemes and maintenance, Members have decided that they should pay particular attention to those Agreements that were completed earliest. Greater details on progress of these schemes have been requested for inclusion in the next monitoring report.

47. PLAY FACILITIES WORKING GROUP

The Panel has received an update on the latest investigations by the Play Facilities Working Group. From the options available, the Working Group has concluded that a funding arrangement should be offered to Parishes to assist with their facilities' revenue costs based on a 40-40-20% split between the District Council, Parish Council and users of the facilities respectively. Facilities that would qualify under the scheme are skateboard ramps and multi-use games areas. The

proposal has already been discussed with the Executive Councillor for Operational and Countryside Services.

The Working Group has analysed the financial implications of the proposal. The cost to the District Council is likely to amount to an average of £800 per facility. It is suggested that only one parish council should be permitted to enter into this arrangement per year. It is clear that a Medium Term Plan bid will need to be submitted to the Cabinet for this purpose. Investigations also are being undertaken into whether the Council can co-ordinate insurance for Parishes wishing to insure their facilities under a group scheme. The aim is to achieve lower premiums for the Parishes. Councillors P G Mitchell and R J West have been nominated to present the findings of the study to the Cabinet.

48. INDEPENDENT SCRUTINY PANEL MEMBERS

The Panel has delegated authority to the Appointments Panel to make recommendations to the Council on the appointment of two Independent Members to the Panel.

49. CAMBRIDGESHIRE HEALTH AND ADULT SOCIAL CARE SCRUTINY COMMITTEE

The Panel has received an update on matters currently being considered by the Cambridgeshire Health and Adult Social Care Scrutiny Committee. The Committee has appointed a Working Group to consider issues surrounding the future governance of Hinchingsbrooke Hospital, to which Councillor R J West has been appointed. The principle that the Hospital's services should be maintained at the same level as those provided in 2007 has been endorsed by the Working Group. Concern has also been expressed at the lack of continuity in the Strategic Health Authority Officers who attend the Working Group's meetings, which it is felt is impeding investigations. Councillor West will provide a report on the Working Group's meeting on 4th February at the Panel's next meeting.

Other Matters of Interest

50. OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING) - PROGRESS

The Panel has reviewed its programme of studies at each of its meetings. It having been reported that Fenland and South Cambridgeshire District Councils have expressed reluctance to use focus groups to investigate matters raised by The Place Survey, Members have stated their wish to see that steps are taken to address those areas identified as needing improvement in Huntingdonshire.

In respect of Town Centre Cleaning, the Panel has been advised that a new Operations Manager has been appointed and that she commenced her duties on 18th January 2010. One of her tasks will be to investigate the recommendations made following a previous study on this subject.

Members have agreed to submit a response to an NHS consultation on a proposal to include new patient rights within the NHS Constitution. It is felt that the proposed rights should already be an integral part of the service. Clarification of the processes to be implemented and the means of assessing and benchmarking them has also been sought.

51. WORK PLAN STUDIES

The Panel has reviewed its work plan and received details of studies being undertaken by the other Overview and Scrutiny Panels.

52. LOCAL GOVERNMENT ACT 2000 – FORWARD PLAN

The Panel has been acquainted with details of the current Forward Plan of Key Decisions. Items entitled Rural Strategy – Cambridgeshire ACRE and Housing Enforcement Powers will be considered at the Panel's meetings in March and April 2010 respectively.

53. SCRUTINY

The Panel has considered the latest editions of the Decision Digest and discussed matters contained therein.

S J Criswell
Chairman

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Development Management Panel

**Report of the meetings held on 21st December 2009
and 18th January 2010**

Matters for Information

**18. HUNTINGDON WEST AREA ACTION PLAN –
PROPOSED SUBMISSION**

Further to Minute No. 63 (a) of the Minutes of the Council held on 2nd December 2009, the Panel has noted the content of the Huntingdon West Area Action Plan: Proposed Submission and acknowledged that any further representations received will be limited to whether the action plan is considered to be sound or otherwise. As it was unlikely that the document would change significantly, the Panel has noted that it will be submitted to the Secretary of State in May with a view to an Examination in Public in September 2010.

**19. DEVELOPMENT MANAGEMENT PROGRESS REPORT:
1ST JULY - 30TH SEPTEMBER 2009**

The Panel has undertaken its regular review of the activities of Development Management Services over the period 1st July - 30th September 2009 in comparison with the preceding quarter and the corresponding period in 2008 and was pleased to note that quarterly fee income had again exceeded that envisaged in the revised budget by £48,061.

**20. DRAFT PROPOSED SUBMISSION –
DEVELOPMENT MANAGEMENT DPD**

With the benefit of a pre-meeting briefing, the Panel has considered the content of the Draft Proposed Submission: Development Management DPD in advance to its submission to Cabinet. The document, which will form part of the Local Development Framework and support the Core Strategy and East of England Plan, sets out the Council's policies for managing development in Huntingdonshire and as such will be used to assess and determine planning applications. Panel Members have forwarded their comments on the Draft Proposed Submission to the Planning Service Manager (Policy) for inclusion in the final document.

21. SUMMARY OF ENFORCEMENT ACTIVITIES 2009

The Panel has noted the extent of activity undertaken by the Enforcement Team in the Planning Division during 2009 and has

endorsed five key objectives identified for the service in 2010 which include proposals to reduce case loads and to introduce a process for monitoring the use of agricultural buildings.

In extending their gratitude to the Team for their hard work during 2009, the Panel has expressed concern at the burden placed on the Team both as a result of the extent of their workload and the long term absence of one Officer in such a small team. Despite noting that the Head of Planning Services has been requested to monitor the situation and to consider whether resources could be utilised from elsewhere to cover, the Panel has requested the Cabinet to undertake a review of staffing levels in the team whilst acknowledging that it was unlikely that budget could be made available for additional resources without reductions elsewhere.

**22. ENFORCEMENT ACTION:
SUNDOWN STRAW PRODUCTS, STATION ROAD,
TILBROOK, HUNTINGDON**

The Panel has been advised of the unauthorised operation of a wood shaving line at Sundown Straw Products, Station Road, Tilbrook contrary to conditions 3 and 4 of planning consent reference no. 08/03545/FUL which relate to hours of activity. As an appeal against refusal to vary the operating restrictions was to be heard on 10th February 2010, the Panel has decided not to take further enforcement or prosecution action against the company concerned pending the outcome of the appeal hearing.

**23. MONITORING OF SECTION 106 AGREEMENTS
(PLANNING OBLIGATIONS)**

In conjunction with the Overview and Scrutiny Panel (Social Well-Being), the Panel has considered the up to date position with regard to the receipt and expenditure of Section 106 monies and indicated that they wished to continue to monitor the information collated on a quarterly basis.

24. DEVELOPMENT APPLICATIONS

Over two meetings, the Panel has determined a total of eleven applications, of which eight were approved and three refused.

Of interest to the Council will be the decision to approve an application for the construction of a new all-weather synthetic football pitch with floodlights, additional changing room facilities and an overflow car parking area with lighting together with footpath and cycleway links at St. Ivo Outdoor Centre, California Road, St. Ives.

P G Mitchell
Chairman

Employment Panel

**Report of the meetings held on 9th December 2009
and 2nd February 2010**

Matters for Information

12. HUMAN RESOURCES STRATEGY

The Panel has reviewed a draft Human Resources Strategy and reinforced the view that the Council should acknowledge and encourage employees' skills development and that the importance of leadership within the organisation should be recognised. In addition, Members also have requested that the Strategy makes clear that the Employee Liaison Advisory Group is only one of a number of ways in which the Council communicates and engages with employees. Once the terms of the Strategy have been finalised, target dates will be incorporated into the Action Plan. The Head of People, Performance and Partnerships has been authorised to make the necessary amendments for this purpose after consultation with the Chairman and Vice-Chairman. Subject to any minor changes that may be necessary, the Panel has agreed to adopt the Strategy.

13. POLICY REVIEWS

(a) Season Tickets

The Panel has examined the contents of a policy to provide Council employees with loans for the purchase of season tickets for parking and public transport for the purpose of attending work. As a result the Panel has adopted the policy, which will come into force at the start of the new financial year.

(b) Grievance Procedure

As part of its overall review of the Council's current HR policies and procedures, the Panel has considered the content of a new grievance policy which has been drafted to take into account best practice and legislative changes which have emerged since the procedure was last reviewed. The Panel has asked the HR Manager to reconsider the final appeal process for employees on local grades 7-15 and subject to any changes that may be required to this section, has adopted the Grievance Policy for use with immediate effect.

14. EMPLOYMENT ADVISORY GROUP: INTERIM FINDINGS

The Panel has received at each of its meetings details of progress made by the Employment Advisory Group. Members have discussed a number of employment related issues facing the Council, including the filling of senior management posts when they become vacant in the future, the need to have particular regard to lower salary grades during the next pay negotiations, the nature of the Council's response to changes in local government and management training.

15. REQUEST TO FILL VACANT POSTS

Having been satisfied that it was essential to recruit to vacancies in the Planning Services Division, the Panel has authorised the Head of People, Performance and Partnerships to commence recruitment to the posts identified and to fill any consequential vacancies that may arise as a result of the recruitment process. Both vacancies have been discussed and agreed with the relevant Executive Councillor.

16. RETIREMENT OF EMPLOYEES - ACKNOWLEDGEMENTS

The Panel has placed on record its recognition of, and gratitude for, the excellent contributions made by the following employees during their employment in the local government service and conveyed its best wishes to them for a long and happy retirement.

Name	Directorate	Local Government Service
Mr D Harris	Environmental & Community Health Services	11 years
Mr B Joyce	Environmental & Community Health Services	40 years
Mr M Oakley	Commerce & Technology	13 years
Mr K Gilbert	Commerce & Technology	42 years

17. UPDATE ON LOCAL GOVERNMENT PENSION SCHEME

The Panel has been acquainted with changes to the Local Government Pension Scheme, which came into effect on 1st April 2008. Particular attention has been drawn to the implications of the changes on the options available to employees on retirement.

18. ENVIRONMENTAL MANAGEMENT DIVISIONAL STRUCTURE AND FACILITIES MANAGEMENT

The Panel has requested the Chairman and Vice-Chairman together with Councillor Mrs K E Cooper to meet with the Executive Councillor for Environment and Information Technology and the Director of Environment and Community Health Services to discuss in more

detail proposals to change the structure of the Facilities Management Section of the Environmental Management Division. Subject to them being satisfied with the information provided at the meeting, the Director of Environment and Community Health Services has been authorised to approve the implementation of the proposed changes.

**19. REVIEW OF ONE LEISURE HOSPITALITY SERVICE:
HUNTINGDON & ST IVES**

The Panel has noted a decision of the Employee Advisory Liaison Group to support changes to the structure of the Hospitality Service at Huntingdon and St Neots Leisure Centres. The review has involved updating the emphasis of the service from bars & catering to hospitality, the deletion of a vacant post and the redesignation and regrading of the remaining posts in the structure which will result in minor savings for the service. In endorsing these proposals the Panel has requested information on the position of St Ivo Leisure Centre within this new service and an indication as to how the Centres will begin to operate collectively.

20. LOW PAY AWARD

The Head of People, Performance and Policy has presented to the Panel the preliminary conclusions of a study undertaken on low pay. By examining comparative median wages per annum paid to employees nationally, regionally and in Cambridgeshire city and district authority areas, the study has defined low pay in Huntingdonshire as those employees on local grade 12 and below. The outcome of the study will help inform the work of the Employment Advisory Group which is currently reviewing all issues associated with employee remuneration.

21. PAY CLAIM 2010

Further to preliminary discussions with the Employees Side and having noted that further negotiations on the 2010/11 pay award would await the outcome of the study being undertaken currently by the Employment Advisory Group, the Panel has requested Members of that Group to assess the workload that remains outstanding and to formulate a timescale for its completion in order to give the Employees Side an indication when pay negotiations might commence.

Mrs B E Boddington
Chairman

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Licensing and Protection Panel

Report of the meeting held on 27th January 2010

Matters for Information

16. LICENSING COMPLIANCE AND ENFORCEMENT POLICY

The Panel has approved a draft licensing compliance and enforcement policy statement which had been reviewed in light of the Regulatory Enforcement and Sanctions Act 2008.

Members have been reminded that a report on the Council's enforcement policies submitted to a previous meeting of the Panel had highlighted the need for a review and the revised statement has had regard to both the Act and the new Regulators' Compliance Code.

In line with good practice licence holders and relevant responsible authorities will be consulted prior to adoption of the policy and their comments considered.

17. FEES AND CHARGES

The Panel has noted a revised schedule of fees and charges for licences administered by the Council for the period 1st April 2010 to 31st March 2011. The charges will increase by 2.5% in line with inflation, subject to some further adjustments to reflect additional charges being made by the Council's vehicle testing centre in respect of meter testing and additional checks to determine wheelchair accessible vehicle suitability.

J M Sadler
Chairman

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Licensing Committee

Report of the meeting held on 27th January 2010

Matters for Information

4. SECRET GARDEN PARTY

The Committee has been acquainted with the extensive measures put in place by the licensing authority to minimise the impact of the Secret Garden Party on the area following the granting in perpetuity of a premises licence for this large annual outdoor event with an attendance of 26,000 people.

Members have been reminded that in previous years, following representations from interested parties, the application has necessitated a full day's hearing by a Sub-Committee but as no representations have been received in respect of the latest application, the licence now has been granted in perpetuity with conditions attached.

Members have acknowledged that whilst this well managed event makes a major contribution to the local economy it also impacts on the resources of the Democratic and Central Services and Environmental and Community Health Divisions of the Council.

5. CHANGES TO LICENSING PROCESSES UNDER THE LICENSING ACT 2003

The Committee has authorised the Head of Democratic and Central Services to respond to a Government consultation proposing to simplify requirements under the Licensing Act 2003 in respect of three processes recognised by stakeholders to be unduly restrictive and burdensome.

The proposals include the removal of the requirement for licensing authorities to determine and publish a Licensing Statement every 3 years, extending the period of notification for Interim Authority Notices and Reinstatements on Transfer and the later notification of Temporary Events Notices which, if approved, will simplify processes and reduce unnecessary work.

6. CHANGES TO POLICE AND CRIME ACT

The Committee has been acquainted with amendments to the Licensing Act that will allow members of licensing authorities to act as interested parties, allowing them to make representations in respect

of applications for and variations to, premises licences and club premises certificates and to make applications for a review of such licences or certificates without the need to reside within the vicinity of the premises. Members have acknowledged the benefits of such changes for those residents wishing to highlight issues whilst preferring to maintain anonymity. Information on the procedure involved will be circulated shortly to Members by the Licensing Section.

The Committee has also been informed of changes to the offence of persistently selling alcohol to children which will have been committed if alcohol is sold at the same premises to an individual under 18 years on two or more occasions within three months. While an offence is committed if any alcohol is sold to an under 18, the penalty for selling persistently is significantly higher. Under 18s can also now be prosecuted if found in possession of alcohol in a public place on three or more occasions within a 12 month period.

7. SMALL LIVE MUSIC EVENTS

The Committee has authorised a response to a consultation exercise being undertaken by the Department of Culture Media and Sport on a Government proposal to exempt small live music events from having to obtain authorisation under the Licensing Act 2003 by way of a variation to an existing licence or certificate.

The proposal for the exemption has been made following an evaluation of the impact of the Licensing Act on live music performances by the Live Music Forum. The Committee has been advised that following concerns raised by local authorities and police over the impact of the exemption on the licensing objectives, the Government has proposed that local residents, businesses and responsible authorities would be able to apply for specified premises to be excluded from the exemption which may result in a number of applications.

8. LICENSING COMPLIANCE AND ENFORCEMENTS POLICY

The Committee has reviewed this policy statement in a similar vein to the Licensing and Protection Panel, reported earlier in the meeting.

J M Sadler
Chairman

Corporate Governance Panel

Report of the meeting held on 9th December 2009

Matters for Information

16. CALCULATION OF COUNCIL TAX BASE 2010/11

In accordance with the Local Government Finance Act 1992 and the Local Authorities (Calculation of Tax Base) Regulations 1992 (as amended), the Panel has approved the amount calculated by the District Council as the tax base for the whole District for the year 2010/11 as 58,580. The amounts for the same year shall be for the Parishes of:-

Abbotsley	240
Abbots Ripton	128
Alconbury	553
Alconbury Weston	280
Alwalton	124
Barham & Woolley	27
Bluntisham	739
Brampton	1795
Brington & Molesworth	106
Broughton	85
Buckden	1150
Buckworth	50
Bury	605
Bythorn & Keyston	142
Catworth	144
Chesterton	58
Colne	344
Conington	73
Covington	42
Denton & Caldecote	25
Diddington	30
Earith	575
Easton	75
Ellington	235
Elton	295
Farcet	580
Fenstanton	1160
Folksworth & Washingley	347
Glatton	130
Godmanchester	2371
Grafham	240
Great & Little Gidding	122

Great Gransden	455
Great Paxton	370
Great Staughton	320
Haddon	25
Hail Weston	240
Hamerton & Steeple Gidding	52
Hemingford Abbots	327
Hemingford Grey	1150
Hilton	445
Holme	238
Holywell-cum-Needingworth	975
Houghton & Wyton	785
Huntingdon	7255
Kimbolton & Stonely	595
Kings Ripton	80
Leighton Bromswold	82
Little Paxton	1250
Morborne	11
Offord Cluny & Offord D'Arcy	508
Old Hurst	98
Old Weston	87
Perry	265
Pidley-cum-Fenton	153
Ramsey	2890
St Ives	5725
St Neots	10195
Sawtry	1730
Sibson-cum-Stibbington	210
Somersham	1385
Southoe & Midloe	158
Spaldwick	229
Stilton	785
Stow Longa	65
The Stukeleys	415
Tilbrook	108
Toseland	37
Upton & Coppingford	85
Upwood & The Raveleys	420
Warboys	1365
Waresley-cum-Tetworth	146
Water Newton	42
Winwick	40
Wistow	215
Woodhurst	150
Woodwalton	85
Wyton-on-the-Hill	414
Yaxley	2910
Yelling	140
	<u>58580</u>

17. ANNUAL REVIEW OF THE RISK MANAGEMENT STRATEGY

The Panel has endorsed the content of a revised Risk Management Strategy, subject to minor textual amendments.

18. REVIEW OF THE ANTI-FRAUD AND CORRUPTION STRATEGY

The Panel has been acquainted with the outcome of a review of the Anti-Fraud and Corruption Strategy. Subject to minor alterations, the Panel has adopted the revised Strategy.

19. EXTERNAL AUDITOR'S REPORTS: USE OF RESOURCES 2009 AND THE ANNUAL AUDIT LETTER 2008/09

The Panel has been acquainted with the Council's Use of Resources Report 2009 and Annual Audit Letter 2008/09. In respect of the former, the Council's external auditor has confirmed that the Council has performed adequately in all areas, has arrangements in place consistent with established professional practice and guidance, was meeting statutory requirements and was operating effectively. An action plan annexed to the report is designed to assist the Council to further improve its performance.

Having regard to the Annual Audit Letter, the Panel has noted the key areas for action by the Council over the 2009/10 financial year.

20. CODE OF PROCUREMENT

The Panel's attention has been drawn to the actions taken and the plans to promote compliance with the Council's Code of Procurement, with a view to encouraging better procurement practices across the Council's organisation. In so doing, Members have endorsed a series of actions designed to ensure future compliance with the Code.

C J Stephens
Chairman

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