

A meeting of the **OVERVIEW AND SCRUTINY PANEL (ENVIRONMENTAL WELL-BEING)** will be held in **CIVIC SUITE 0.1B, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **TUESDAY, 7 DECEMBER 2010** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. MINUTES (Pages 1 - 4)

To approve as a correct record the Minutes of the meeting of the Panel held on 9th November 2010.

**Mrs J Walker
387049**

2. MEMBERS' INTERESTS

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

3. LOCAL GOVERNMENT ACT 2000: FORWARD PLAN (Pages 5 - 8)

A copy of the current forward plan is attached, which was published on 11th November 2010. Members are invited to note the plan and comment as appropriate on any items contained therein.

**Mrs H Taylor
388008**

4. CABINET FEEDBACK (Pages 9 - 10)

To receive the Cabinet's views on the Panel's views on the St Neots East Urban Design Framework.

**Mrs H Taylor
388008**

5. TREE STRATEGY

To receive a presentation from the Arboricultural Officer on the Tree Strategy for Huntingdonshire.

**B Ogden
388437**

6. ENVIRONMENT STRATEGY REVIEW (Pages 11 - 60)

To consider a report by the Head of Environmental Management on the Council's Environment Strategy.

**C Jablonski
388368**

7. PERFORMANCE MANAGEMENT (Pages 61 - 68)

To consider a report by the Head of People, Performance and Partnerships containing details of the Council's performance against its priority objectives.

**D Buckridge
388065**

8. PLANNING FOR SCHOOLS DEVELOPMENT: CONSULTATION

To consider the draft response to the Planning for Schools Development Consultation. (to follow)

9. WORK PLAN STUDIES AND WORKING GROUP TEMPLATES
(Pages 69 - 74)

To consider, with the aid of a report by the Head of Democratic and Central Services, the current programme of Overview and Scrutiny studies.

Mrs J Walker
387049

10. OVERVIEW AND SCRUTINY PANEL PROGRESS (Pages 75 - 78)

To consider a report by the Head of Democratic and Central Services on decisions taken by the Panel.

Mrs J Walker
387049

11. SCRUTINY (Pages 79 - 86)

To scrutinise decisions as set out in the Decision Digest and to raise any other matters for scrutiny that fall within the remit of the Panel.

Dated this 1 day of December 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 Mrs J Walker, Trainee Democratic Services Officer, Telephone: 01480 387049, email: jessica.walker@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 Committee/Panel. Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer. Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

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

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

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.

Agenda Item 1

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (ENVIRONMENTAL WELL-BEING) held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Tuesday, 9 November 2010.

PRESENT: Councillor P M D Godfrey – Chairman.

Councillors K M Baker, M G Baker, Mrs M Banerjee, J W Davies, P J Downes, P Godley, D Harty, M F Newman and J S Watt.

Messrs D Hopkins and M Phillips.

IN ATTENDANCE: Councillor D B Dew.

46. MINUTES

The Minutes of the meeting of the Panel held on 12th October 2010 were approved as a correct record and signed by the Chairman.

47. MEMBERS' INTERESTS

No declarations were received.

48. LOCAL GOVERNMENT ACT 2000: FORWARD PLAN

The Panel considered and noted the current forward plan of key decisions (a copy of which is appended in the Minute Book) scheduled for consideration by the Cabinet, which had been prepared by the Leader of the Council.

49. GREEN HOUSE PROJECT

The Panel expressed their thanks to those responsible for the tour earlier in the day of the two properties in St. Ives and St. Neots modernised by the Council as part of the "Green House Project".

The Panel felt that the cost savings associated with the energy saving measures should be widely publicised to householders alongside the reduction in carbon emissions.

With regard to the staffing implications of having the houses manned whilst they were open to the public, Members were advised that it would be possible for officers to work from the houses due to the availability of wi-fi.

50. ABANDONED SHOPPING TROLLEYS

The Panel was advised that at the previous meeting of the Huntingdon Neighbourhood Forum complaints had been raised by members of the public about the number of shopping trolleys being abandoned by customers of town centre shops.

Members were informed of the powers available to the District Council if Section 99 of the Environmental Protection Act 1990 were to be adopted which would enable the Council to seize shopping

trolleys that appeared to have been abandoned and store them for up to six months. If a trolley was not claimed within that time, it could be sold or disposed of by the Council. If a trolley was seized, the owners had to be served with a notice within 14 days stating that it had been removed, where it was being stored and, if it was unclaimed, that the Council would dispose of it. The cost of seizing, storing and returning a trolley could be recovered by the Council from the owner of the trolley if the company asked for its return.

The Panel also discussed the possibility of shops charging a deposit of £1 for trolleys which would be refunded upon their return. However the implementation of such a practice would require the agreement of retailers.

The District Council's Streetscene Manager was in attendance to discuss steps already being taken to tackle the issue of abandoned shopping trolleys. It was reported that the Council had only received 8 complaints of abandoned shopping trolleys since 2004. A good working relationship had been established with the major supermarkets, some of which had engaged a company to collect abandoned trolleys while others would collect their own abandoned trolleys if they were reported.

Having regard to the possibility of adopting Section 99 of the Environmental Protection Act 1990, the Panel was advised by the Streetscene Manager that the Council had limited storage facilities for any trolleys that were collected and that the low number of complaints together with the co-operation of supermarket owners made such a venture unnecessary.

With regard to specific issues elsewhere which were mentioned by Members, the Streetscene Manager advised that complaints locally regarding the Co-Operative Superstore in St. Ives had been resolved following collaboration with the store manager. Having regard to a problem of trolleys being abandoned around the Rainbow Superstore in Yaxley, the Streetscene Manager undertook to raise this issue with the store manager.

51. ST NEOTS EAST URBAN DESIGN FRAMEWORK

(Councillor D B Dew, Executive Councillor for Planning Strategy and Transport was in attendance for this Item).

The Panel considered a report by the Head of Planning Services (a copy of which is appended in the Minute Book) on the development opportunities for land east of the railway line, St. Neots. The Panel also received the comments of the Development Management Panel on the urban design framework document (a copy of which is appended in the Minute Book).

The principal areas of concern raised by the Panel were highways and educational provision. Members accepted the aim of integrating the eastern expansion into St. Neots as a whole. In view of its separation from the rest of the town by the East Coast main rail line, the Panel acknowledged that, without careful planning, there was a danger of a separate community developing which was not integrated with the remainder of the town.

The Panel accepted that the idea of a third secondary school in St. Neots located within the eastern expansion might exacerbate the sense of a separate identity and therefore did not support the recommendation of the Development Management Panel in that respect. Nevertheless, the Panel suggested that an adequate financial contribution be secured from the developers to ensure that the existing secondary education establishments in St. Neots could be expanded to meet the anticipated increase in pupil numbers.

Having regard to primary education, the Panel was advised that the County Council had sought a minimum of three new schools as part of the development as there was under-capacity west of the rail line in existing establishments. The land use plan suggested an allocation of land for two new schools in addition to the existing primary school already provided as part of the Loves Farm development. However, the Panel queried whether this was sufficient for a projected development of 5,000 homes. Notwithstanding its support for integration of the new development, the Panel did not consider it appropriate for children of primary school age to have to travel far to school which could lead to traffic congestion and reduce the number of children walking or cycling to school. The Panel queried the proposed distribution of sites for primary schools within the eastern expansion with those houses in the north-eastern sector of the new development being some distance from the primary schools proposed. The Head of Planning Services assured the Panel that he would re-examine the County Council's response on educational provision in advance of the Cabinet's consideration of the framework document.

The Panel also commented on the highway provision and particularly the uncertainty over improvements to the A428 before the development took place, with the new development creating greater pressure on the already congested A428. The Panel supported ongoing efforts to encourage investment in the upgrading of the road to accommodate the inevitable traffic growth. The Panel also was keen to ensure that there was sufficient vehicular links in addition to those proposed for cyclists and walkers as a failure to do so could lead to unacceptable congestion on those which currently existed via Cambridge Street and the A428.

RESOLVED

that the Cabinet be advised of the Panel's views on the St. Neots East Urban Framework.

52. CABINET FEEDBACK

The Panel received and noted a report from the Cabinet detailing their deliberations on Performance Management in response to the Panel's recommendations.

53. WORK PLAN STUDIES AND WORKING GROUP TEMPLATES

The Panel considered and noted a report by the Head of Democratic and Central Services (a copy of which is appended in the Minute Book) reviewing the Panel's programmes of studies and informing Members of studies being undertaken by the other Scrutiny Panels.

Members were advised that the first meeting of the Local Drainage Liaison Group had been held and a progress report was now awaited from Anglian Water's Collection Manager.

The Panel was updated on the work to-date on preparation of a Tree Strategy and it was agreed that Councillor M Baker be co-opted onto the Tree Strategy Working Group in view of his interest in the subject and to ensure that this had cross party representation.

54. OVERVIEW AND SCRUTINY PANEL PROGRESS

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

55. SCRUTINY

The Panel considered and noted the latest edition of the Council's Decision Digest summarising the Council's decisions since the previous meeting.

56. PLANNING FOR SCHOOLS DEVELOPMENT CONSULTATION

(The Chairman announced that he proposed to admit the following item as a matter of urgency in accordance with Section 100B (4b) of the Local Government Act 1972 in view of the fact that the closing date on a recent consultation paper issued by the Government was imminent.)

Councillor P J Downes addressed the Panel on a recently published Planning for Schools Development consultation exercise which had invited views on the Government's proposals to make changes to the General Permitted Development Order to give permitted development rights for a change of use for schools development. The purpose of these proposals was to support the Department for Education's policy on new "free schools" but Councillor Downes suggested he was concerned that the proposed absence of any requirement for planning permission would prevent any local objection to the opening of a new school, dispense with the requirement for a traffic impact assessment and remove any democratic involvement in the process.

Under the circumstances, it was

RESOLVED

that an ad-hoc working group be established including Councillor Downes, Councillor P G Mitchell as Chairman of the Development Management Panel and Councillor D B Dew as Executive Councillor for Planning Strategy and Transport to draft a response to the consultation for consideration at the next meeting of the Panel prior to the closing date for comment of 10th December 2010.

Chairman

FORWARD PLAN OF KEY DECISIONS

Prepared by
Date of Publication:
For Period:

Councillor I C Bates
11 November 2010
1 December 2010 to 31 March 2011

Membership of the Cabinet is as follows:-

Councillor I C Bates	- Leader of the Council	4 Church End Hilton Huntingdon PE28 9NJ Tel: 01480 830250 E-mail: Ian.Bates@huntsdc.gov.uk
Councillor L M Simpson	- Deputy Leader of the Council with Special Responsibility for HQ/Accommodation	45 Devoke Close Stukeley Meadows Huntingdon Cambs PE29 6XE Tel: 01480 388946 E-mail: Mike.Simpson@huntsdc.gov.uk
Councillor K J Churchill	- Executive Councillor for Resources and Policy	51 Gordon Road Little Paxton St Neots PE19 6NJ Tel: 01480 352040 E-mail: Ken.Churchill@huntsdc.gov.uk
Councillor D B Dew	- Executive Councillor for Planning Strategy and Transport	4 Weir Road Hemingford Grey Huntingdon PE28 9EH Tel: 01480 469814 E-mail: Douglas.Dew@huntsdc.gov.uk
Councillor J A Gray	- Executive Councillor for Environment and Information Technology	Shufflewick Cottage Station Row Tilbrook PE28 OJY Tel: 01480 861941 E-mail: JG@novae.com

Councillor C R Hyams	- Executive Councillor for Operational and Countryside Services	22 Bluegate Godmanchester Huntingdon Cambs PE29 2EZ Tel: 01480 388968 E-mail: Colin.Hyams@huntsdc.gov.uk
Councillor A Hansard	- Executive Councillor for Housing and Public Health	78 Potton Road Eynesbury St Neots PE19 2NN Tel: 01480 388942 E-mail: Andrew.Hansard@huntsdc.gov.uk
Councillor Mrs D C Reynolds	- Executive Councillor for Leisure, Law, Property and Governance	17 Virginia Way St Ives PE27 6SQ Tel: 01480 388935 E-mail: Deborah.Reynolds@huntsdc.gov.uk
Councillor T V Rogers	- Executive Councillor for Finance and Customer Services	Honeysuckle Cottage 34 Meadow Lane Earith Huntingdon PE28 3QE Tel: 01487 840477 E-mail: Terence.Rogers@huntsdc.gov.uk

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

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

Roy Reeves
Head of Administration

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

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

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Consultation	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
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Subject/Matter for Decision	Decision/recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Consultation	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Environment Strategy Review	Cabinet	16 Dec 2010	None.	Dr Paul Jose, Head of Environmental Management Tel No 01480 388332 or e-mail Paul.Jose@huntsdc.gov.uk		J A Gray	Environmental Well-Being
One Leisure, St. Ives - Proposal for Development	Cabinet	16 Dec 2010	None	Simon Bell, General Manager, One Leisure Tel No. 01480 388049 or e-mail Simon.Bell@huntsdc.gov.uk		Mrs D C Reynolds	Social Well-Being
Asset Management Plan - Annual Report	Cabinet	16 Dec 2010	Previous Cabinet Reports	Keith Phillips, Estates and Property Manager Tel No. 01480 388260 or e-mail Keith.Phillips@huntsdc.gov.uk		Mrs D C Reynolds	Economic Well-Being
Home Improvement Agency Review - Future Delivery Model Consultation	Cabinet	20 Jan 2011	None	Steve Plant, Head of Housing Services Tel No. 01480 388240 or e-mail Steve.Plant@huntsdc.gov.uk		A Hansard	Social Well-Being
Local Transport Plan (LTP3)	Cabinet	17 Feb 2011	Draft Local Transport Plan	Paul Bland, Planning Service Manager (Policy) Tel No 01480 388430 or e-mail Paul.Bland@huntsdc.gov.uk	Endorse as Council policy	D B Dew	Environmental Well-Being
Open Space Strategy	Cabinet	17 Feb 2011	Open Space Strategy	Mr Howard Thackray, Policy and Strategic Services Manager Tel No 01480 388035 or e-mail Howard.Thackray@huntsdc.gov.uk	Planned with Town and Parish Councils	C Hyams	Social Well-Being
Cambridgeshire Green Infrastructure Strategy	Cabinet	17 Feb 2011	Cambs County Council led project	Paul Bland, Planning Service Manager (Policy) Tel No 01480 388430 or e-mail Paul.Bland@huntsdc.gov.uk	Endorse as Council policy (further details required).	D B Dew	Environmental Well-Being

Subject/Matter for Decision	Decision/recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Consultation	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Residential Travel Plan	Cabinet	17 Feb 2011	Cambs County Council led project	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or e-mail Paul.Bland@huntsdc.gov.uk	Endorse as Council policy (further details required).	D B Dew	Environmental Well-Being
Budget and MTP	Cabinet	17 Feb 2011	Draft MTP previous year's budget report various annexes	Steve Couper, Head of Financial Services Tel No. 01480 388103 or e-mail Steve.Couper@huntsdc.gov.uk	Overview and Scrutiny (Economic Well-Being)	T V Rogers	Economic Well-Being
Treasury Management Strategy and Prudential Indicators	Cabinet	17 Feb 2011	Previous year's strategy	Steve Couper, Head of Financial Services Tel No. 01480 388103 or e-mail Steve.Couper@huntsdc.gov.uk	Overview and Scrutiny (Economic Well-Being)	T V Rogers	Economic Well-Being
Contributions Community Infrastructure Levy Supplementary Planning Document***	Cabinet	17 Mar 2011	Local Investment Framework	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or e-mail Paul.Bland@huntsdc.gov.uk	Endorse as Council policy	D Dew	Environmental Well-Being

**ST NEOTS EASTERN EXPANSION URBAN DESIGN FRAMEWORK - FEEDBACK
(Report of the Cabinet)**

1. INTRODUCTION

- 1.1 At its meeting on 18th November 2010, the Cabinet considered a report by the Overview and Scrutiny Panel (Environmental Well-Being) on the St. Neots Eastern Expansion Urban Design Framework.

2. DELIBERATIONS

- 2.1 In approving the contents of the frameworks, the Cabinet noted the concerns of the Panel over the need for integration with the remainder of the town, traffic congestion and the planned education provision for the site. Having noted that the document identifies that an additional secondary school will not be required, the Cabinet received assurances over the proposals to expand and re-model Longsands and St. Neots Community Colleges to increase their capacity to serve the proposed housing development.

3. CONCLUSION

- 3.1 Members of the Overview and Scrutiny Panel are invited to note the contents of this report.

Contact Officer- Helen Taylor
Senior Democratic Services Officer
01480 388008

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COMT
OVERVIEW AND SCRUTINY PANEL
(ENVIRONMENTAL WELL-BEING)
CABINET

23 NOVEMBER 2010
07 DECEMBER 2010
14 DECEMBER 2010

GROWING AWARENESS – ENVIRONMENT STRATEGY REVIEW (Report by Head of Environmental Management)

1. INTRODUCTION

1.1 This report accompanies a mid-way review of the Councils Environment Strategy 'Growing Awareness – A Plan for our Environment'. The Environment Strategy is divided into three main themes:

- Tackling Climate Change
- Using Resources Efficiently
- Protecting and Improving the Environment

1.2 'Growing Awareness' provides the framework for the Council to prioritise, monitor and deliver its environmental objectives. The Strategy covers the period 2008 to 2013.

1.3 The main review document attached as Appendix A to this report comprises two parts:

- Internal progress - addressing the need for the Council to improve its own environmental performance
- External progress – The Council acting as a community leader to encourage a reduction in the environmental footprint of the district as a whole.

1.4 The Environment Strategy Action Plan included at Appendix B, documents progress against a set of environmental indicators, sets targets for the remainder of the strategy period and outlines future areas of focus.

1.5 This systematic approach to addressing its environmental responsibilities has recently been recognised by the Council being short listed for the national Environment Agency Annual Environment Awards under the category of 'Best Public Sector Organisation'.

2. ACHIEVEMENTS TO DATE (2008 – 2010)

INTERNAL PROJECTS

2.1 The internal goals contained within the Environment Strategy Action Plan are overseen by the cross departmental Environmental Resource Efficiency Group.

2.2 Significant internal achievements to date include:

- The development of the Council's Carbon Management Plan and an 11% reduction in the Council's own carbon emissions (2008/09 to

2009/10). This is in line with the Council's commitment to the national 10:10 campaign

- A successful grant application for £75,000 SALIX grant funding to establish a ring fenced fund of up to £450,000 to implement energy saving 'invest to save schemes for Council owned buildings
- Innovative sustainable new buildings such as:
 - The St Neots Creative Exchange,
 - The St Ives Enterprise Centre
 - The Paxton Pits Nature Reserve Education Centre.
- Reduced CO2 emissions from Council's fleet vehicles
- The staff-led Greenforce environmental awareness initiative involving representatives from all departments, co-ordinating campaigns and behavioural change within the organisation
- Development of a risk based approach to climate change adaptation
- Sustainability and energy efficiency measures at Council's new headquarters

2.3 In addition to the individual projects listed above, since the adoption of the strategy considerable progress has been made in embedding environmental sustainability within the Council's policy framework. Environmental targets are now included within the Council's corporate scorecard reporting mechanism and also within the service plans of Council departments where potential improvements have been identified.

EXTERNAL PROJECTS

2.4 Environmental projects undertaken in the wider district initiated by the Council, have been overseen by a cross-organisational partnership of key environmental organisations in the district, the 'Huntingdonshire Environment Forum'.

2.5 Key achievements In the wider district have included:

- Greenhart Grove a development of sustainable new build properties in Huntingdon built to Code Level 5 under the Code for Sustainable Homes (the first of it's kind in the east of England)
- The Green House Project properties in St Ives and St Neots encouraging individuals and organisations to act to reduce their energy use and promote of low carbon refurbishment
- Adoption of higher environmental standards within the Council's planning requirements as part of the Council's Core Strategy
- Continued development of landscape scale restoration projects such as the multi-partner Great Fen Project
- Progress towards the completion of a Water Cycle Strategy for the District

2.6 The above internal and external projects are described in detail in Appendix A.

3. FUTURE AREAS OF FOCUS (2010 -13)

INTERNAL PROJECTS

- 3.1 The primary area of focus for the remainder of the Strategy period is the continued identification and implementation of projects to increase the energy and water efficiency of the Councils estate, to realise monetary and carbon savings. A full environmental performance assessment of each of the Councils main sites will ensure that only the most cost effective measures are undertaken.
- 3.2 Staff transport and fleet efficiency will also be key areas of internal focus for the remainder of the strategy period. This will include such projects as updating site specific internal Travel Plans, a review of employee travel allowances and a major phased renewal of the refuse and recycling fleet. All of these projects have the potential to deliver revenue and resource savings as a result of changing travel habits and increasing the fuel efficiency of the Council's operational fleet.
- 3.3 Work to embed resource efficiency throughout the Council's operations should also remain a priority, with targets to reduce resource consumption included within the Council's scorecard reporting mechanism and where appropriate, departmental scorecards. This is the first stage in implementing an environmental management system and formal accreditation to a recognise scheme is the ultimate goal.
- 3.4 The Environmental Resource Efficiency group which meets on a quarterly basis will continue to monitor and oversee internal progress against strategy objectives and identify the best environmental efficiency savings for the Council whilst also seeking to develop other key internal objectives where progress to date has been slower than anticipated such as sustainable procurement.

EXTERNAL PROJECTS

- 3.5 The low carbon and resource efficiency agenda will be increasingly the focus of the Council's external environmental projects and initiatives.
- 3.6 The Green house project will help facilitate a business transformation to show how typical family homes can be refurbished affordably and easily, not only to reduce carbon emissions but to be cheaper, more comfortable and more efficient to run.
- 3.7 Training and engagement of local businesses such as electricians and heating engineers will also be key to sustainably retro-fitting properties in the district over the coming years, transforming the market for energy efficiency and renewables locally by developing the skills base and expertise required to install them. Opening the Green House properties for the remainder of 2010 and throughout 2011 will maximise opportunities for residents to visit and gain information and advice and for sponsors to organise Continuing Professional Development (CPD) courses for a number of trades and professions.
- 3.8 The Green House Project also aligns well with the Governments recently announced 'Green Deal' designed to make energy efficiency available to all. This includes measures to improve energy efficiency in the private rented sector which mean landlords will face no upfront costs when improving their properties. In the longer term the forthcoming Energy Bill will create powers allowing any tenant asking for reasonable energy

efficiency improvements to receive them from 2015 onwards. It will also allow local authorities to insist that landlords improve the worst performing homes.

- 3.9 In future it will be imperative to develop environmental opportunities within the context of the newly formed Greater Cambridge/Greater Peterborough Local Enterprise Partnership (LEP).
- 3.10 Increasingly environmental activities will focus on the development of strategic projects e.g. redevelopment and growth in Huntingdon, St Neots and other areas e.g. Alconbury airfield. Projects which will be developed in this context include the Low Carbon Development Initiative (LCDI). As part of this European Resource Development Fund (ERDF) initiative, the Council will develop the business case for a District Heating System to benefit St Neots.
- 3.11 Focus will inevitably decrease on 'traditional' areas of small scale environmental improvements and transport related initiatives. This refocusing of activity and continuous re-examination of priorities will enable the Council to deliver its low carbon and resource efficiency priorities in the District.

4. FINANCIAL IMPLICATIONS

- 4.1 The Environment Strategy benefits from time limited capital and revenue funding to facilitate its delivery. It is proposed that future funding is used primarily to support the implementation of 'invest to save' schemes in line with the Council's Carbon Management Plan and the 'future projects' identified within the Strategy Action Plan.
- 4.2 All funding requirements will be considered through the Council's Medium Term Planning (MTP) process and in the light of the necessity to achieve an overall reduction in the Councils spending commitments.
- 4.3 Significant external funding has been secured in the form the SALIX energy efficiency grant and it is likely that delivery will depend increasingly on accessing external sources of funding.

5. CONCLUSIONS

- 5.1 Performance against the objectives of the Environment Strategy and the specific targets contained within the review document show that the Council is making real progress in reducing its own environmental impact and in encouraging others to do the same.
- 5.2 The range of projects outlined within the review show that the Council is performing well against each of the three key themes of Growing Awareness and over 60% of all indicators contained within the strategy action plan (Appendix B) are exceeding target expectations. Only 15% of the indicators have failed to be met and where this is the case it will be necessary to ensure that adequate resources are in place to ensure that they are achieved.
- 5.3 Internally, the integration of environmental performance into relevant service planning documents, has promoted a greater understanding of the Council's environmental impact and as a direct result there have

been significant cost savings and a reduction in resources used. In addition to carbon reduction, sustainable procurement, water usage and employee travel will all be key areas of focus for the remainder of the strategy.

- 5.4 Externally, increased emphasis on strategic work to steer the transition towards a low carbon economy will be required to ensure that future development in the district contribute to this goal through efficient design the use of renewable technologies where appropriate.
- 5.5 Advice to householders to encourage the installation of energy efficiency and renewable measures will remain central to the work of the Council's Environment Team and the Greenhouse Project will be the primary means by which this is achieved in addition to the provision of grant information and advice.

6. RECOMMENDATIONS

- 6.1 It is recommended that Cabinet -
 - (a) To note this report and the assessment of current performance against the aims and objectives of the Councils Environment Strategy.
 - (b) To endorse the current and future priorities outlined within the review document for the remainder of the strategy period; specifically the focus on carbon management and the implementation of 'spend to save' projects in this area to enable further significant reductions in carbon emissions and cost savings to the Council.
 - (c) To support the publication of the strategy review document and to encourage greater participation by communities to promote the strategies aims and objectives.

BACKGROUND INFORMATION

Growing Awareness: Our Plan for the Environment – HDC 2008
Huntingdonshire District Council

Contact Officer: Chris Jablonski (Environment Team Leader)
☎ (01480) 388368

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Growing Awareness – A plan for our Environment

Mid Point Review

- Foreword/Introduction
- Reducing Huntingdonshire District Council's Environmental Footprint
 - ⇒ Tackling climate change
 - ⇒ Using resources efficiently
 - ⇒ Protecting and improving our Environment
 - ⇒ Behavioural change
- Reducing Huntingdonshire's Environmental Footprint
 - ⇒ Tackling climate change
 - ⇒ Using resources efficiently
 - ⇒ Protecting and improving our environment
 - ⇒ Partnership working
- Areas of focus for the future 2010 - 2013
- Conclusions

DRAFT

Introduction – Reducing Our Environmental Footprint

Growing Awareness, Huntingdonshire's Environment Strategy received approval from Cabinet in 2008. When the document was launched, Huntingdonshire District Council committed to delivering a number of measures addressing three environmental priority areas:

1. Tackling climate change
2. Using resources more efficiently
3. Improving and protecting our environment

The environment strategy has a dual track approach recognising the two distinct roles of the authority:-

- **Reducing the environmental footprint of the Council** itself – recognising our role as a community leader, detailing how we will manage resource use issues within our estate and 'lead by example'
- **Reducing the environmental footprint of the District** – recognising our role as a service provider with the ability to influence many environmental issues within Huntingdonshire.

This document reports on progress implementing this strategy. Huntingdonshire District Council has set up and led a cross-organisational partnership of key environmental organisations in the district, the 'Huntingdonshire Environment Forum' to oversee and help the implementation of Growing Awareness.

Within Huntingdonshire District Council a cross-functional environmental resources group oversees the delivery of internal projects.

The aspirations in Growing Awareness underpin a range of partnership initiatives placing Huntingdonshire District Council at the forefront of the low carbon and resource efficiency agenda whilst working hard to protect and improve the beautiful environment of Huntingdonshire.



My pledge to keep
Huntingdonshire
beautiful and
reduce my
**environmental
footprint**

with a **3** step approach...

- Tackling climate change
- Using resources efficiently
- Protecting and enhancing
our environment

**REDUCING
HUNTINGDONSHIRE
DISTRICT
COUNCILS'
ENVIRONMENTAL
FOOTPRINT**

DRAFT

PLACING ENVIRONMENTAL ISSUES AT THE HEART OF HUNTINGDONSHIRE DISTRICT COUNCIL

Confirming Huntingdonshire District Council's commitment

Huntingdonshire District Council signed the Nottingham declaration in 2007 to demonstrate our commitment to tackling climate change, reducing our use of resources and wider environmental issues. This led to the development of 'Growing Awareness – A plan for our environment'.

A strong internal governance structure was established to develop the Environment strategy and a detailed consultation was undertaken to make sure the document reflected the needs of the council, residents, businesses and community groups alike. For the purpose of developing the 'Growing Awareness' action plan and targets, a Members Group, Management Board and a Steering Group met during 2007. The overall governance of the strategy is now managed through the officer led Environmental Resource Efficiency Group (EREG) which meets quarterly to review the progress of projects being taken forward under Growing Awareness and discusses more generally environmental resource use issues faced by the Council.

Monitoring, reviewing and publicising performance

Growing Awareness provides the framework for the Council to make continual, measurable progress in reducing resource use across its entire estate. Progress against the full set of environmental indicators included within this review was first publicised at a public exhibition in June 2010 which accompanied the inaugural Green Heart Community Environmental Awards celebrations.

Headline indicators and targets monitored by the strategy are fed directly into the Council's scorecard reporting system and environmental targets are now included in the service plans where potential areas for improvement have been identified E.g. specific energy efficiency targets are now included in the One Leisure scorecard and targets for reducing fuel use from the councils fleet vehicles are included in the scorecard of the council's Operations Division.

The objectives of the document are further embedded in the Council's policy framework as follows:

- 'Helping to mitigate and adapt to climate change' has been identified as a key priority within the Council's Corporate Plan 'Growing Success', as is reducing our internal use of natural resources.
- The Council also has a comprehensive performance management framework which monitors all work areas and ensures that they are linked via a 'corporate scorecard' and contribute to achieving our key priorities.
- Lead officers have been identified for each of the projects contained within the councils Carbon Management Plan and progress against delivering these projects will be monitored via individual Service Plans and individual Officers Key Performance Areas.

By incorporating environmental reporting in the Council's performance monitoring framework, it has become much simpler to assess progress against targets and where targets are not being met, measures can be put in place to rectify any problems that exist.

**REDUCING THE COUNCIL'S ENVIRONMENTAL FOOTPRINT
TACKLING CLIMATE CHANGE - PROJECTS**

Carbon Management and the Carbon Trust

To help us understand our use of energy in more detail, the Council became involved in the Carbon Trusts Local Authority Carbon Management Programme in 2008. With the help of the Carbon Trust and our Environmental Resource Efficiency Group (EREG), a Carbon Management Plan (CMP) was developed with an aspiration of delivering a 30% reduction in carbon emissions from our estate over a five year period (08/09 - 12/13).

Our involvement with the Carbon Trust has helped the collection of accurate data relating to the amount of energy council buildings and services are using and the amount of fuel consumed by fleet and staff travel. It allowed us to work out how much CO₂ the Council emits as a result of its day to day activities.

As part of the process One Leisure sites were identified as the Councils biggest energy users with the most opportunity for savings to be made, and delivery plans were devised accordingly. Following approval of the Carbon Management Plan in June 2009, steps were taken by the Environmental Resource Efficiency Group to begin implementing projects across the Council to reduce CO₂ emissions.



Through the implementation of projects identified in our Carbon Management Plan, the Council has reduced CO₂ emissions from its buildings by 6.8% since the beginning of the Strategy

Sustainable Buildings

In line with Growing Awareness, all new council buildings and extensions to existing assets are designed with sustainability and energy efficiency in mind with BREEAM assessments required for key construction projects.

BREEAM is the Building Research Establishment Environmental Assessment Method for buildings. It is a standard that demonstrates progress towards corporate and organisational environmental objectives, addressing wide-ranging environmental and sustainability issues and enabling developers and designers to prove the environmental credentials of their buildings.

Buildings achieving a BREEAM 'EXCELLENT' represent the UK's top examples of sustainable design. The awards are not subjective as each development is independently assessed and certified. In order to win an award, a building must excel in every environmental category within BREEAM (e.g. from Energy to Ecology) and therefore winners represent a holistic approach to delivering environmental sustainability.

Pathfinder House

The new Headquarters Building at Pathfinder House incorporates many features designed to reduce the building's impact on the environment. The design, construction and operation of the building has ensured that it has achieved a prestigious BREEAM 'EXCELLENT' design rating and it incorporates the following features:

- Energy efficient heating and cooling
- Efficient Lighting and IT replacement
- Efficient Water Management
- Reuse of surplus office equipment



The combination of excellent thermal insulation and high efficiency boilers and air handling plant has enabled Pathfinder House to achieve a 'B' rating for its Energy Performance Certificate.



This is to certify that

**Pathfinder House - Buildings B, C and D,
St Mary's Street,
Huntingdon PE28 3TN**

has achieved a score of 71.23%, and a BREEAM rating of

EXCELLENT



This Design and Procurement assessment was carried out under the 2005 version of BREEAM Offices

<i>Richard Boyd</i> Signed on behalf of BRE Global Ltd	5th March 2010 Date
Tom Blais-Brooke Licensed Assessor	Hoare Lea On behalf of
Carillion plc Developer / Client	Archital Architects Architect
Carillion plc Contractor	Hoare Lea Building Services Consultant

Certificate Reference: 16-01-73011-5



Eastfield House

Eastfield House opened in September 2007 replacing several satellite depots throughout the district, including the main depot in Godmanchester. The building includes the following sustainability features:

- A sophisticated Building Management System to optimise gas and electricity usage and minimise the need for mechanical ventilation
- Heating - Variable Refrigerant Flow (VRF) heat pumps in the offices, post room and print areas for improved efficiency, combined with natural ventilation in workshop and storage areas.
- Lighting – High efficiency florescent and compact florescent lighting with Passive Infra Red (PIR) movement sensors
- Surface water drainage has been designed with on site storage and attenuation to minimise run off.



Combined Heat and Power (CHP) at Huntingdon Leisure Centre

In July 2008, a Combined Heat and Power (CHP) unit was installed at Huntingdon One Leisure site. The unit became operational in October 2008, efficiently providing heat and electricity simultaneously, in order to reduce energy costs and carbon emissions. The Councils leisure centre sites are currently the subject of an environmental performance review and CHP is a technology which is being considered across our buildings if appropriate.



Solar Lighting at Bus Shelters

The Council has a bus shelter contract covering around 75 bus shelters across the district, many of which are owned and maintained by the Council. For reasons of community safety all of these shelters are lit at night.

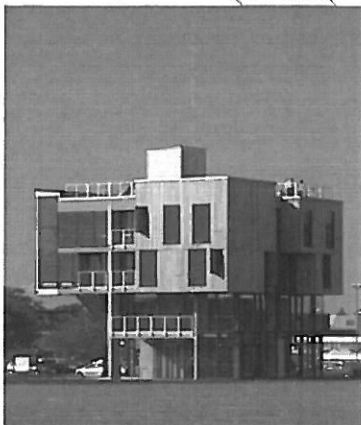
When, as is often the case, the council replaces an old and unlit shelter, there is often a significant cost in connecting the shelter to the mains electricity supply. During 2009/10 the Council trialled the use of solar lighting at several bus shelters in the District, including St Neots Market Place.

The trial proved a success and as a result the Council will now use solar lighting at all bus shelters (otherwise requiring a mains connection) for which it has management responsibility. This will save fossil fuel emissions and there is also the potential for significant financial savings as connecting bus shelters to mains electricity often requires costly and disruptive engineering work.



There are now 15 bus shelters in Huntingdonshire with solar powered lighting.

St Neots Creative Exchange



The Council wanted an imaginative and sustainable new building in the market town of St Neots, with workspace for start-up creative businesses, training and support services. £700,000 was secured in growth area funding (GAF II) from Communities and Local Government (CLG) for the project. As a result, Huntingdonshire District Council procured an innovative building that met the council's aspirations for a high quality, sustainable building to act as a regional exemplar. Council officers also gained valuable experience of how to commission such architecture.

As well as achieving a BREEAM "Very Good" rating, the Creative Exchange won a British Construction Industry Award for best Local Authority Building 2009 and a Royal Institute of British Architects Award in 2010. Sustainability was an integral part of the design brief and the building incorporates passive design, materials with low embodied carbon, high energy efficiency, rainwater harvesting and a solar thermal hot water system.

Fleet fuel savings

The Council has an extensive fleet of refuse and recycling vehicles, street sweepers and grounds maintenance vehicles. During the strategy period savings have been made in fuel use through the relocation of our depot facilities. Eastfield House opened in September 2007 replacing several depots throughout the district, including the main depot in Godmanchester. There were operational difficulties with the old depots and in particular large refuse vehicles from the main depot were not able to utilise the old bridge linking Godmanchester to Huntingdon, due to weight restrictions. This caused problems for the refuse collection vehicles adding a further 20 to 40 minutes of travelling onto their working day. The reduction in travel time has led to a fuel saving and a considerable reduction in HGV movements in the vicinity of Godmanchester.

The recent renewal of the recycling contract has allowed us to take the dry recyclable material collected in householders blue bins to a materials recycling facility closer to Huntingdonshire, (Peterborough rather than Milton Keynes), saving further fleet miles and fuel.



Savings in fleet miles travelled, reduced the fuel used and CO₂ emissions from travel by 19% in 09/10

Travel Plans

The Council has a Corporate Travel Plan and site specific plans for each of its main sites, Speke House, Pathfinder House and Eastfield House. The plans are designed to encourage a modal shift away from the sole occupancy use of the private car for commuting to work and whilst at work and are due for renewal in 2010/11. Since the start of the strategy there has been considerable success in reducing the number of employees travelling to work alone by car from 61% to 50%.

Staff travel initiatives

Pool Cars - The Council has a fleet of four low emission pool cars, employees are encouraged to use these in preference to their own vehicles. The fleet consists of a Toyota Prius Hybrid with emissions of 104g of CO₂ per km and three Toyota Yaris with CO₂ emissions of 119g/km. The fleet encourages a modal shift away from employees travelling to work by car.

E-Learning Eco-driver Training - The Council has an e-learning course designed to encourage staff to drive more efficiently, thus reducing their carbon emissions. Advice is given on the ways we can all maintain our vehicles to increase their efficiency and on ways to reduce emissions while driving.

Camshare - CamShare is a car sharing website set up to provide a matching service for all those who live, work and travel in and around Cambridgeshire. The Council have been members of the site, which matches up potential car sharing partners, since 2006, and the scheme is regularly promoted to staff via dedicated posters and intranet messages.

Extension of pool bike scheme - For shorter journeys employees are encouraged to use one of the 4 pool bikes at the Council's main offices. The bikes offer a greener and healthier alternative to driving and can negate problems with congestion, lack of parking spaces and parking charges when travelling to more local meetings.

Travel for work survey

The council is a member of the Cambridgeshire Travel for Work Partnership and takes part in its Annual Travel for Work Survey. The survey provides a valuable snapshot of employees travel habits during the same week each year and the council has been taking part since 2001.

In 2008 the survey showed that the number of staff travelling to work alone by car had decreased from 61% to 50% and this was maintained in the 2009 survey. This significant decrease has been achieved via a reduction in on site parking combined with a series of positive initiatives to encourage people to change the way in which they travel to and whilst at work.



In 2008 the Travel for Work survey showed that the number of staff travelling to work alone by car had decreased from 61% to 50% and this was maintained in the 2009 survey

Adapting to climate change - Local Climate Impacts Profile (LCLIP)

The Council completed a Local Climate Impacts Profile (LCLIP) in December 2009 to inform how the Council should take steps to prepare for and adapt to climate change. An LCLIP is a tool widely used by local authorities and is based upon evidence of a locality's vulnerability to severe weather. By examining how events have previously affected the local community as well as the authority's assets and capacity to deliver services, the potential impacts of a changing climate can be assessed and addressed.

REDUCING THE COUNCIL'S ENVIRONMENTAL FOOTPRINT USING RESOURCES EFFICIENTLY - PROJECTS

Sustainable Purchasing

Although a sustainable purchasing policy is still to be fully developed, several projects initiated in the last year have raised the profile of sustainable purchasing within the organisation.

Salix Finance

Salix Finance is an independent company funded by the Carbon Trust that delivers interest free funding to accelerate investment in energy efficiency technologies across the public sector. One of the forms of funding Salix Finance provides is a loan which, when match funded by local authorities, can be used to develop a local 'invest to save' ring fenced fund. Once established, the fund can be used to invest in energy efficiency measures and the financial savings achieved by each project are fed back in and returned to the fund.

In February 2010, Salix Finance confirmed that Huntingdonshire District Council has been successful in its application to establish a ring fenced fund for the authority. By establishing this ring fenced fund, the Council will be able to invest, and reinvest, in energy efficient and low carbon technologies to reduce its carbon emissions and energy costs.

Resource Efficiency at HDC Leisure Centres

Last year, over 1.7 million people visited the five "One Leisure" centres located in Huntingdon, Ramsey, Sawtry, St Ives and St Neots. The leisure centres are Council managed and provide a wide variety of sports and leisure activities for all ages and interests. With a great deal of fitness equipment available, including five swimming pools, the leisure centres are the most energy and water intensive services offered by the Council.

Leisure Centre managers have been committed to energy and water savings since the introduction of regularly updated environmental and energy policies back in 2001, and both the Carbon Trust and Anglian Water have provided advice, support and assessments of energy and water saving opportunities. The information in these reports has been used as a basis to undertake various resource saving projects over the past 4 years. Leisure centre managers played an active role in the development of the Councils Carbon Management Plan and many of the projects scheduled for implementation in the next 3 years.

Projects implemented and ongoing include:

- ◆ Passive Infrared lighting
- ◆ Re-commissioning of radiators
- ◆ Variable Speed Drive's
- ◆ Cavity Wall Insulation
- ◆ Solex Roof coating at the St Ivo Leisure Centre
- ◆ Voltage Optimisation
- ◆ Pool covers for all swimming pools
- ◆ Re-commissioning of air handling unit at Sawtry Leisure Centre
- ◆ Combined Heat and Power (CHP) at Huntingdon Leisure Centre

Pool depth reduction at Ramsey Leisure Centre

In July 2009 work was undertaken to reduce the depth of the swimming pool at Ramsey Leisure Centre. The pool was raised from 2 metres to 1.5 metres deep and the area filled was 7 metres by 0.5 metres by 9.2 metres, reducing the pools water capacity by 32,000 litres.

Not only has the work seen a substantial water saving but a great deal of energy has also been saved since the completion of the work. The pool water is maintained at approximately 29 degrees so the reduction in water has meant less energy used in heating.

In addition to these water and energy savings, cleaning the pool is also more efficient. The turnover time for circulating pool water through the filtering system has reduced from 4 hours to 3.5 hours, again saving energy but also saving on the vast array of cleaning chemicals used to keep the pool clean and sanitised.



Paper

In 2008 the Council used 3,550 reams of printer and photocopy paper costing £18,000, which is the equivalent to over three and a half million sheets of A4 paper. Paper usage of this magnitude represents a significant revenue expense for the council and also places a demand on natural resources.

A continued reduction in paper use has been identified as a key internal indicator of environmental performance and as such, paper use is being monitored quarterly with the Council's corporate scorecard.

Multi-functional Devices (MFD's) - This project reduced the number of printers, scanners, photocopiers and fax machines at the Council's Headquarters and Operations centre from over 300 to just 19 multi-functional devices. The MFD's are capable of printing, photo copying scanning and sending faxes, and we aim to reduce the remaining number of printers and challenge their replacement.



MFD's have led to a reduction in paper consumption because they automatically print double-sided and each MFD has a keypad requiring a print job to be requested whilst at the machine.

Before the introduction of the MFD's some staff printed documents from their desks and forgot that they had sent them to the printer. These forgotten documents would be disposed of at a later date having been automatically printed. Since the introduction of MFD's jobs, are retained in the print queue for 24 hours before being automatically deleted, avoiding unnecessary printing.

The use of MFD's also contributes to energy efficiency savings and has significantly reduced the numbers of toner cartridges used for printing.

Electronic Document Management - The Council has continued to roll-out Electronic Document Management. This system scans in paper documents, indexes them and allocates them into workflows – enabling managers to electronically manage their team's workload.

Other documents (such as electronic files or images) can also be stored and managed in this system, freeing up over 200 metres of storage space. In addition to removing these paper documents – the project means documents are easily searchable, stored securely, electronically backed up and are available for Officers to share with others in the authority without reproducing paper copies.



Electronic Document Management and Multi-functional devices have contributed to a 36% reduction in paper usage in 2009/10.

Rainwater harvesting

Water saving has also been a key feature in the design of the Council's new office buildings with the installation of rain water harvesting and water efficient appliances. Similarly efficient appliances are also fitted as standard at Leisure Centre's through the standard repair and replacement programme.

Access to recycling

Waste from our various buildings is collected by numerous contractors depending on the arrangements organised by managers at each office or leisure centre location. We regularly audit all sites to see who has access to recycling facilities, with a target in Growing Awareness to reduce waste to landfill by 15% and ensure 100% of our estate has access to recycling facilities by 12/13.



At present 78% of staff at HDC have access to recycling facilities

Blue bin recycling

There is a co-mingled collection of dry recyclable material from our offices at Pathfinder House. This allows staff to recycle all of their paper, cardboard, cans, tins and plastic bottles.

To further encourage recycling and waste minimization, a large centralized bin system was introduced. A small number of 220 litre bins were placed in appropriate locations within offices for both dry recyclables and general waste. This coincided with the removal of individual desk bins to encourage staff to reuse things wherever possible, and to make recycling as easy as general waste disposal.



In 2009/10 HDC recycled 53% of all its waste

Disposal of old office furniture

When the old Pathfinder House was demolished a large amount of office furniture became surplus to requirements. After considering all disposal options and being keen to promote re-use of the furniture rather than disposal of redundant items, the Council decided that internal re-use at the council's other sites combined with distribution to not-for profit organisations was the best option.



Over 300 items of furniture were re-used within the council and 25 not-for-profit organisations benefited from items for no charge

PROTECTING AND IMPROVING OUR ENVIRONMENT - PROJECTS

Grass cutting

The council uses a 'cut and lay' system of grass cutting which ensures that nutrients are not removed from the soil. Nutrients drawn into the growing grass are returned to the soil as the cuttings compost naturally into the ground. The 'cut and lay' system also reduces dramatically, the amount of fuel consumed by negating the need to transport grass cuttings off site.



Tree Cutting

All waste material generated by the council's arboricultural activities is recycled. The material is routinely chipped on site following the work and either used on the site as a mulch to suppress weed growth or put to other uses, such as the construction of paths in our parks, countryside parks and conservation areas. Any excess material, or material that is too large to chip is sent to Marshall's plant at Ellington, where they have larger machinery and either goes through the full composting process, or is processed and used as waste derived fuel.

Tree Planting

The Council have a tree nursery at Godmanchester where we grow on young trees for use in local planting schemes. That work is co-ordinated by local tree wardens, who run local groups of volunteers across the district.

We also have an ongoing, long term programme to grow trees native to Cambridgeshire from seed and then distribute them to local community groups for local planting. The scheme has been in operation now for about 5 years and is a long term commitment as we are growing trees such as Oak Beech and Black Alder. We have also established an orchard comprising old species of apple tree which are becoming rarer year on year. The initial orchard was planted 4 years ago and was increased in size in 09/10.

Weed Control

The Council is responsible for the weed control of curbed footways throughout the district and until recently weed spraying took place 2 to 3 times a year. Spray treatments are weather dependent but have until now been carried out in April/May and July/September.

For cost and environmental reasons the council has recently changed the spray treatment it uses to a mild, long-lasting chemical that does not harm animals or have any dangerous environmental impacts. The main benefit from the change will be a reduction in applications required reducing three treatments down to a single application followed by 'spot spraying' on foot only where a top up treatment is necessary. The initial treatment is applied by mechanical street

sweepers in the course of their regular rounds negating the need for extra vehicle miles and fuel use. Applying follow up treatments on foot means that less spray and fuel are used and the level of run-off from treating hard surfaces by 'spot-treatment' is substantially reduced as the treatment is targeted than blanket mechanical spraying.



Changing to a mild, long-lasting weed killer has reduced the need to spray from 3 times a year to once, reducing fuel use and chemical run-off from hard surfaces

BEHAVIOURAL CHANGE WITHIN THE COUNCIL

Green Force Staff Initiative

A key project identified within Growing Awareness, which also features in the Councils Carbon Management Plan, to increase the environmental awareness of Huntingdonshire District Council's employees, is Green Force. The initiative involves representatives from teams across the Council, planning, overseeing and coordinating a series of fun and engaging campaigns and projects to promote environmentally friendly behavioural change within the organisation. Staff participation in the Green Force scheme is recognised under the Annual Personal Development Review process as a 'Key Value and Behaviour'.



Energy Saving Week



During an ideas sharing workshop in June 2009, Green Force Representatives identified their first campaign; to support Energy Saving Week, an annual event hosted by the Energy Saving Trust. Last year the week ran from 19th-25th October and its theme was waste. It aimed to encourage people across the UK to stop wasting their time, their energy and their money through bad habits in the home and at work.

To make the most of this opportunity, Green Force undertook a series of activities across all council sites to encourage officers to reduce their carbon footprint whilst at work and also in the home. These included holding an energy efficiency drop in session for staff and opening a Green Room during the week.

National Nest Box Week

During an ideas sharing meeting Green Force decided to promote and support National Nest Box Week, run by the British Trust for Ornithology. The week aimed to encourage everyone throughout the UK to put up nest boxes in their local area in order to promote and enhance biodiversity.

To demonstrate what the Council is doing in its own estate to promote biodiversity, Green Force opted to erect nest boxes around Council sites. The Councils Countryside Services Team had recently received a substantial donation of wood and put together nest box kits for Green Force to assemble. 27 boxes were made in total which are now being put up around Council offices, community drop-in centres, leisure centres and countryside sites to promote and enhance biodiversity. By doing this the group hope to encourage other individuals and businesses in the district to also take similar steps to protect and improve the environment.



Green Force now has 35 representatives from teams across the Council and has undertaken a wide variety of campaigns relating to travel for work, office recycling, and energy saving and online training for all staff.

REDUCING HUNTINGDONSHIRE'S ENVIRONMENTAL FOOTPRINT

DRAFT

GROWING AWARENESS – REACHING THE WIDER AUDIENCE

Over the past two years Huntingdonshire District Council has delivered a number of schemes and projects with the objective of tackling climate change. We have promoted both energy saving measures and renewable energy technologies for businesses and householders through grant schemes, reduced both fuel poverty in the district and the amount of CO₂ we emit. We have challenged communities to reduce their energy and are currently working on two ground breaking showcase projects, Greenhart Grove and the Green House Project, which will lead the way in demonstrating how we can all do our bit to live more sustainably and tackle climate change.

We have also been looking at how greener travel can help tackle climate change by encouraging the residents of Huntingdonshire to look at alternative forms of transport, by improving cycle ways and public transport facilities. We also recognise that sometimes the car is the only option; therefore we have been doing our best to promote low emissions vehicles.

Because it is now believed that a certain amount of climate change is inevitable due to our increased emissions of CO₂ over previous decades, how we adapt to a changing climate is equally important and work has begun to identify the environmental risks that we face to ensure that people, communities, infrastructure, and wildlife are resilient and able to adapt.

We have been looking carefully at how we use our natural resources such as water and land and how we deal with the waste we produce. Our Green House Project is a fantastic example of how residents can save water within the home and the Greenhart Grove showcase demonstrates to developers how energy and water efficiency can be factored into properties in the construction stages. We have also extended recycling services offered to households in the district and supported a number of green purchasing and waste reduction campaigns in a bid to make Huntingdonshire more efficient with natural resources.

It's also been a busy time for projects aimed at protecting and improving our environment; with the extension to Paxton Pits Nature Reserve, progress on the Great Fen project and Huntingdonshire's commitment to the BBC's Breathing Places Campaign, which brought wildlife and the great outdoors to many of our residents.

**REDUCING HUNTINGDONSHIRE'S ENVIRONMENTAL FOOTPRINT
TACKLING CLIMATE CHANGE - PROJECTS**

Householder Grants

The council operates a number of schemes offering discounted loft and cavity wall insulation. Over the first two full years of the strategy, over 500 householders in the district have taken advantage of these schemes.

Warmer Homes for Life - This scheme provided insulation measures to over 300 vulnerable households in the district, raising the thermal comfort and improving the energy efficiency of their houses.

Pensioners Home insulation Scheme – This scheme was launched in March 2009 and was available to all households containing a resident in receipt of a basic state pension. Over a nine month period over 250 homes received either loft or cavity wall insulation under the scheme.

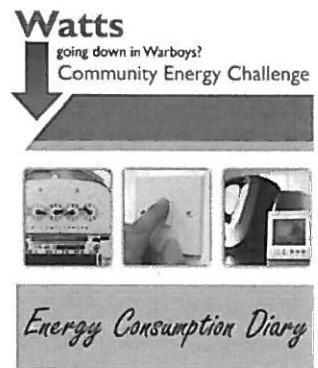
British Gas Council Tax Rebate Scheme - This scheme offered a one off rebate of £60 off the Council Tax bill to households installing either cavity wall and or loft insulation.



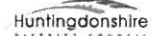
Through strong promotion we have seen a 90% increase in uptake of energy efficiency installations in 2009/10 compared with 2008/2009, a saving of 711 tonnes of CO₂

Watts Going Down - Community Energy Challenge

In March 2009, Huntingdonshire District Council launched the 'Watts Going Down - Community Energy Challenge' designed to reduce energy wasted in the home with the help of real time energy monitors, which allow users to see exactly how much energy they are using in the home at any given moment. They help the user to take corrective action, by switching off lights and unnecessary appliances and they have been shown to be one of the best means of encouraging greater energy efficiency; cutting electricity use by up to 25%. The Challenge was launched in Warboys and one hundred residents participated by recording their electricity meter readings over a period of four weeks.



"Watts going down" participants reduced their electricity consumption by 22 per cent.



Solar thermal hot water grant - In 2008 we launched our solar hot water scheme. The scheme gives a £600 grant towards the installation of solar thermal hot water and is available to all households in the district, regardless of income. This was promoted along side the potential to top it up to £1000 with funds from the Governments Low Carbon Buildings Programme.



12 households have installed solar thermal hot water using Huntingdonshire District Council's solar thermal grant scheme

The Green House Project - Huntingdonshire District Council has teamed up with the Building Research Establishment (BRE) as part of their 'Rethinking Refurbishment' campaign; with the aim of demonstrating how typical family homes can be refurbished affordably and easily, not only to reduce carbon emissions but to be cheaper, comfortable and more efficient to run.



Two homes in St Neots and St Ives, due to be open to the public in November, have been dramatically transformed into eco-homes, as part of the Green House Project. The project is the only one of its kind in the region. Both properties are currently being assessed for 'Super Home' status by the Sustainable Energy Academy (SEA) and will soon become part of the network for Super Homes across the UK.

In order to achieve high environmental standards the council, working with contractors Apollo Housing, has concentrated on improving the building fabric and reducing the carbon emissions by using a variety of insulation techniques, installing efficient heating systems, renewable energy technologies and water efficiency measures. The specifications for the improvements have been designed in partnership with the BRE, with the St Ives property having the potential to become a 'lifetime home'. Both properties are typically representative of homes across the district in their age and construction. The St Neots property, a three bedroom semi-detached house built in the 1970s, will demonstrate what improvements can be made to an existing property for a relatively modest financial outlay, with no major structural improvements.



The St Ives property, a two bedroom detached house built in the 1960s has not only undergone sustainable refurbishment but has had a replacement single storey extension to the rear and a two storey extension to the side, creating extra living space, an additional bedroom and an integral garage.

Both properties will be used as exemplars. Due the St Ives property being larger it will be used as the main showcase and will demonstrate additional features such as a green roof, rain water harvesting and triple glazed windows. The houses, designed around four themes, energy efficiency, renewable energy, water efficiency and biodiversity, which supports the council's environmental objectives, will demonstrate numerous

products and services, donated by a number of sponsors.

The Energy Saving Trust will offer advice on energy efficiency once the properties are open to the public. The St Ives property will be used as a local Energy Saving Trust satellite advice centre, providing information, home energy checks, advice on grant assistance, renewable technologies and the feed-in-tariff. The properties will also be available for training purposes.

Greenhart Grove Project - The Greenhart Grove new build development in Huntingdon shows clearly how 'low carbon' homes can be built. The project is extremely important both as an example for others to learn from and follow and also by sending a clear message that Huntingdonshire District Council takes it's responsibility to tackle climate change seriously. The development provides 29 super insulated homes that can generate their own energy and sell surpluses back to the national grid.



Features include:

- Energy efficiency – Homes are designed to reduce the demand for heating by having better levels of insulation by incorporating the insulation into the timber frame. The air tightness of the dwellings is also important with care taken in the design and construction to ensure that 70% less air is lost out of the building through leaks than the maximum allowed through Building Regulations. Finally, a ventilation system both extract air from bathrooms and kitchens and provide fresh air from outside.
- Renewable energy – There are two different forms of renewable energy technology used in these homes. Firstly solar thermal hot water panels on the roof are used to provide hot water to the properties, catering for up to 50% of the annual needs of the homes. This means the boiler is not needed in the warmer summer months. Secondly, solar photovoltaic panels (PV) are used on the remaining roof space. These should provide between 40 and 50% of the annual electricity used in the home and unused energy generated by the panels can be sold back to the grid.



By incorporating many other features designed specifically to reduce the environmental footprint of the development; Greenhart Grove provides a blueprint for sustainable living, making it an affordable, inspiring place, where people will be proud to live.

Community Funding from Large Scale Wind

There are currently two large-scale wind farm developments within the district. As part of their commissioning, community funds were established into which monies were placed for spending on local environmental projects. Both community funds have given financial support to a diverse range of schemes including low energy Christmas lights for town centres, the provision of cycle racks and sustainable drainage schemes for local recreation grounds.



To date over 30 local projects have received a total of £50,000 from the Red Tile Farm and Glass Moor Community Environment Funds

Cycleway Improvements - Rural cycling objectives were reappraised during summer 2008 and 30 schemes have been identified with eight being marked as priority for delivery. Of these eight priority schemes, three are now at the development stage. These include:

- St Ives to Hartford
- Grafham Water (new route)
- Yaxley to Farcet (phase two)

Much progress has also been made on the Yaxley cycleway with phase one completed in 09/10.

Bus/Rail Interchange - Huntingdon Railway Station

In 2007 the Council's Project Engineering Team, working with the County Council, Network Rail and First Capital Connect, began a significant upgrading of the bus/rail interchange at Huntingdon Railway Station. The work was designed to segregate bus movements from other traffic and to encourage more train passengers to travel to and from the rail station by bus rather than car.

As a direct result of the improvement works undertaken, Stagecoach the main bus operator in Huntingdonshire, has agreed that all bus services coming from Cambridge will now continue on to the Railway Station rather than terminating at Huntingdon Bus Station as was previously the case. This significantly improves the service for bus passengers wishing to make an onward journey on the rail network.

Discounted parking for low CO₂ emissions vehicles - In 2008/09 the council introduced discounted season tickets at Council owned car parks for vehicles with lower CO₂ emissions (under 120gms CO₂ per km). Owners of vehicles with low emissions can purchase a parking season ticket for 50% less than owners of more polluting vehicles, encouraging 'greener' vehicles on our roads.



In 2009/10 the sale of season tickets for low carbon emission vehicles rose to 5.5% of total sales.

Huntingdonshire Emergency Warning System (HEWS) - HEWS is a warning system which has been developed by Huntingdonshire District Council Emergency Planning Team to advise members of the public of any possible difficulties created by a major incident in the District. The system recognises the fact that many of the District's community commute outside of the area and may not always have access to local news and information.

Therefore HEWS is one way of enabling them to receive relevant information should there be a major incident which could affect their journey home.



Huntingdonshire residents are invited to sign up to a text and e-mail message service that will warn them about major emergency incidents which might occur in Huntingdonshire, including severe weather events and flooding. Those who sign up will receive free text message alerts and/or emails to give information about major emergencies.

REDUCING HUNTINGDONSHIRE'S ENVIRONMENTAL FOOTPRINT RESOURCE EFFICIENCY - PROJECTS

Huntingdonshire Nursery Project - This Community Nursery project situated in Park Lane, Godmanchester, welcomes people from a wide range of ages and abilities. Volunteers receive informal horticultural training whilst working in the glasshouse, tree nursery and vegetable plot. There is also an orchard of local heritage apple trees, a polytunnel and a shade tunnel and the nursery provides trees for the Parish Planting Scheme which are distributed throughout the Huntingdonshire area by a group of voluntary tree wardens. Produce from the vegetable plot and orchard is given to volunteers, used in the café at Hinchingsbrooke Country Park or sold to raise funds.



Farmers Markets

The key principles of genuine farmers' markets are that the food sold is truly local and is sold by somebody involved in its production. These principles also apply to non-food items which can be sold at farmers' markets such as garden plants, cut flowers and crafts made using local natural materials.

At Huntingdon Farmers' Market the producers come from within a 30 mile radius, going up to 50 miles for products which cannot be sourced more locally. Our rules state that the primary aim of the markets is to develop the local food economy through bringing consumers and producers together.



Green principles run through the core of Huntingdon Farmers' Market's operation. The detailed rules state that preference is given to traders with the most environmentally-friendly production methods, including the best standards of animal welfare. All things being equal, preference is given to the most local trader to keep food miles to a minimum. Producers are encouraged to limit the amount of packaging and waste they produce, whilst recycling whatever they can. The waste and recycling is collected by council vehicles powered by bio-diesel which helps to reduce the carbon footprint of the whole farmers' market operation.



We now have Farmers Markets in four of Huntingdonshire's market towns

Fairtrade in Huntingdonshire

In 2009, Huntingdon became the second town in the District to achieve Fairtrade status.

The Fairtrade movement ensures that producers in the Third World are paid a fair price for their products. This price includes a social premium, which is donated to the local community to pay for community projects, such as building schools and wells. Buying Fairtrade products help the developing world to work towards a better standard of living. The Fairtrade Foundation in Britain recognises cities and towns that have achieved certain levels in the promotion and availability of Fairtrade Products, by awarding them the status of being a Fairtrade Town.



In order to become a Fairtrade Town, a place must achieve the following five goals:

1. The local council must pass a resolution supporting Fairtrade, and serve Fairtrade coffee and tea at its meetings and in offices and canteens.
2. A range of Fairtrade products must be readily available in the area's shops and served in local cafés and catering establishments.
3. Fairtrade products must be used by a number of local work places (estate agents, hairdressers, etc.) and community organisations (churches, schools, etc.)
4. The council must attract popular support for the campaign.
5. A local Fairtrade steering group must be convened to ensure continued commitment to Fairtrade Town status.



Both the towns of St Neots and Huntingdon have achieved Fairtrade status

Greenhart Grove Water Efficiency

We all use water whether drinking, washing dishes showering, brushing teeth, flushing toilets, watering the garden or relaxing in the bath. Every day we consume on average 150 litres and it is easy to take this precious resource for granted.

The Anglian Water region is the driest in the country and only a quarter of the rain that falls can be used for consumption due to evaporation and natural use. The Greenhart Grove properties are aiming to provide the highest efficiency possible in terms of water usage.

In reality this means the owners of the homes should not consume more than 80 litres per day each. All water using appliances such as toilets, showers and baths have been especially selected for their efficiency ratings and use less water than conventional designs. Toilets will dual flush either 6 or 4 litres, the bath capacity is 149 litres, showers will have a maximum flow rate of 6 litres per minute, kitchen taps 5 litres per minute and wash hand basins 2 litres per minute, all providing ground-breaking water efficiency standards and a blueprint for developers in Huntingdonshire to follow.

Water Cycle Strategy

During 2009/10 the council published the first phase of a Water Cycle Strategy for the District with the overall aim of providing a sustainable approach to the provision of water services in the face of increasing demands from households, agriculture, industry and a changing climate. The following topics have been covered as part of the process:

- Flood Risk Management – Identifying areas where development is likely to increase flood risk
- Water supply – Reviewing the existing water supply sources and identifying any required upgrades to ensure adequate water provision for new developments.
- Drainage and waste water – Understanding the current capacity of sewage works and the sewer network to identify whether any upgrades are required to accommodate new developments
- Ecology – Identifying the impact of growth relating to water quality nature conservation and protected species, then suggesting possible mitigation measures where required

The strategy will be used to inform future development in the District.

Spatial Planning and the Local Development Framework

The Council's planning policies provide a framework for making decisions about the area's future. As a result of legislation introduced in 2004 a Local Development Framework (LDF) replaces the Huntingdonshire Local Plan in setting out policies for the area.

The LDF will comprise several documents to be produced over a period of time:

- Development Plan Documents
- Supplementary Planning Documents
- A Statement of Community Involvement
- The Local Development Scheme
- An Annual Monitoring Report

The Core Strategy Development Plan Document (DPD) was adopted by Huntingdonshire District Council on 23 September 2009 following Independent Examination by an Inspector appointed by the Secretary of State and sets the strategic spatial planning framework for how Huntingdonshire will develop up to 2026.

It contains strategic policies to manage growth and guide new development in Huntingdonshire and will help shape the provision of housing development, services, economic growth and environmental improvements.

"Sustainable Development and Responding to Climate Change

Delivering the required growth sustainably and in a way that mitigates against and responds to our changing climate will be the most significant challenge for the Development Plan. Development will therefore respond to the need to reduce emissions of greenhouse gases by ensuring that energy is used efficiently both in the construction and use of buildings and more of the energy used comes from zero or low carbon sources.

The location of development will minimise the need to travel especially by car, make sustainable forms of travel more convenient and so reduce the impact of transport on climate change. Global warming is likely to enhance extremes of weather and the potential of increased risk of flooding that comes from the likelihood of wetter and milder winters could affect much of Huntingdonshire. Also the East of England is already one of the driest areas in the country for much of the year and this is likely to get worse with climate change and will have implications for the use of water in new and existing development."

HDC CORE STRATEGY 2009

“Love food hate waste” campaign

On average, families in the UK throw away one third of the food they buy. The food that ends up in landfill decomposes to release potent greenhouse gases. If we stopped throwing this food away, it would have the same impact as taking 1 in 5 cars off our roads. Nationally, consumers have already saved £300 million by following simple tips including meal planning, portion control and storing food more effectively.

To support the national “Love Food Hate Waste” campaign, three events were held in Huntingdonshire during the summer of 2009. At these events residents were presented with handy giveaways and many easy tips to help them plan their meals, store food to keep it fresher for longer, and use up foods such as leftovers. Those in the know were encouraged to share their food saving tips and those who signed up as a committed food waste reducer were entered into a draw to win an eco-prize which will help them manage their food even better.



More than 500 people visited one of the ‘Love Food Hate Waste’ events and pledged to reduce food waste in the home

Kerbside Glass recycling



In March 2010 Huntingdonshire residents were able to include glass bottles and jars in their recycling bin, saving many residents journeys to the bottle bank. In partnership with Cambridge City and Fenland District Council, a five year contract has been agreed with leading recycling company Viridor for the sorting and processing of recyclables, to include the recycling of glass.

This new service will contribute towards our aspirational target of recycling 60 per cent of waste by 2020. All 34,000 tonnes of recyclable material collected annually by the three councils will now be taken to a materials recycling facility in Peterborough. Glass will be separated from other materials using specialist equipment and then sent for processing. Recycled glass will mainly be used as aggregate for the construction of roads and car parks.



In 2009/10 the residents of Huntingdonshire recycled over 55% of all their waste.

REDUCING HUNTINGDONSHIRE'S ENVIRONMENTAL FOOTPRINT PROTECTING & IMPROVING OUR ENVIRONMENT - PROJECTS

BBC Breathing Places Campaign



Breathing Places is a campaign organised by the BBC using £9.5 million of lottery funding to create new breathing places. Nationally, over 9000 schools signed-up to the campaign, over nine thousand breathing places were registered on the Event Finder, and over 10 million people did a nature based activity.



In April 2009 Huntingdonshire District Council joined forces with the BBC to inspire people to get involved in local nature. By becoming a Breathing Places Community the council committed to make our local area more wildlife-friendly and turn our residents into nature lovers via 12 months of nature-friendly activity. This involved running nature events such as the Young Anglers Picnic and the Tree Festival for Huntingdon which helped local residents to celebrate orchards, woodlands and forests at Hinchbrook Country Park.

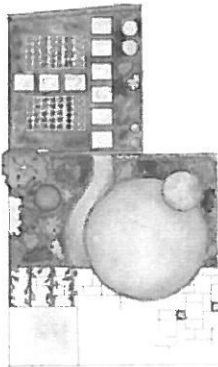
Events were held throughout the year which encouraged residents to make wildlife homes such as bat and bird boxes and a number of tree and flower planting events took place including district wide participation in 'Tree O Clock', an attempt to set a new tree planting world record.



Huntingdonshire successfully hosted fifteen BBC Breathing Places events and planted over 1,500 trees for 'Tree O Clock'

Great Gidding Horse Pond Restoration - The restoration of this Horse Pond is a good example of a small scale environmental improvement project of the kind regularly undertaken by the Council. Horse Ponds were a feature of rural life in Cambridgeshire which all too often become overgrown and have often been filled in completely. The Horse Pond in Chapel End, Great Gidding sits on the boundary of a Conservation Area and was neglected to the extent that the pond was barely visible, having become congested with silt and totally overgrown with brambles and willow bushes.

After an ecological survey clearance work began and the pond banks were then reshaped revealing the original cobblestone base of the pond and road drainage gullies were restored and topsoil seeded. The area supports a wide diversity of wildlife including wildfowl and hedge nesting birds that were encouraged to the pond as a result of the restoration work. The unblocking of the highway drainage gully which also took place as part of the project improved safety for road users allowing the pond to act as a balancing area to reducing the risk of localised flooding.



Green House Project Wildlife Gardens

The gardens at the Green House Project show homes aim to show visitors how they can incorporate wildlife into an ordinary back garden. The variety of shrubs provide protection, nesting sites, food sources, flowers to provide nectar and pollen, and have as much in bloom throughout the year to encourage as wide a variety of birds, butterflies, insects and mammals to visit our garden.

There are food plants for nine species of butterfly known to visit local gardens and nectar will be available to bees and butterflies throughout the year. Bird, bat and bumble bee boxes, and the hedgehog home will provide shelter for these increasingly threatened but well loved members of the British fauna. Plants have been sourced as locally as possible; many have been divided and nurtured from the gardens of those that have been involved in the project and it is our hope that

the rich biodiversity of these gardens will provide a safe and productive haven for wildlife for many years to come.

Paxton Pits Nature Reserve Visitor and Education Centre

February 2010 saw the official opening of the newly extended visitors' centre at Paxton Pits Nature Reserve, St Neots. The nature reserve currently gets over 100,000 visitors and visitor numbers are increasing as more people come to watch the wildlife and enjoy a walk around the gravel pits. The extended visitors centre and a separately located environmental education centre to the north of the reserve will be essential in managing the large school groups, interest groups and visitors who come to Paxton Pits Nature Reserve to enjoy the huge variety of wildlife that it has to offer.



The result is two new buildings with very low embodied carbon through both the materials used and the method of construction. The buildings also include the following additional sustainability features:

- A Sedum Planted Roof – providing warmth in winter and cooling in summer whilst minimizing run off
- A Rainwater Harvesting System for toilet flushing to minimize the requirement for mains water
- Natural day-lighting through the extensive use of Sun Pipes
- Wood burning Stoves to provide renewable heat from locally sourced and readily available wood stock.

The extension and education centre were funded with a grant from the Housing Growth Fund and financial support from the Friends of Paxton Pits Nature Reserve.



Attracted by its reputation for ease of seeing birds and hearing nightingales, visitors to Paxton Pits now number over 100,000 per year

Reed Rustler and river clean up projects

In 09/10 the Council's Countryside Team acquired a boat to be used in river clean ups.

Since it set sail in April, it has been used on a number of river clean-ups, maintenance of bridges within riverside parks and to transport machinery to islands at sites such as Paxton Pits where equipment is sometimes necessary in order to undertake conservation work to benefit bird species such as Redshank, Snipe and Lapwing. The boat is well equipped for wheel chair users and is regularly used as an educational resource around many of the countryside sites within the district.



Managing our Country Parks

The Council manages several parks and nature reserves, including Hinchingsbrooke Country Park, Huntingdon, Priory Park, St Neots, Hill Rise Park at St Ives and Paxton Pits Nature Reserve in Little Paxton. Our Countryside Services Team of rangers is supported by very keen volunteers, who are heavily involved in the day to day running of these parks.



In 08/09 of the 129 local wildlife sites in Huntingdonshire, 50 or 39% were under positive conservation management. In 09/10, a further 10 local wildlife sites were considered to be under positive conservation management.

This positive conservation management contributes to maintaining and enhancing the features of interest for which a site has been selected and designated. Of the many local sites of interest in Huntingdonshire, the District Council's Countryside Team have complete ownership of only handful, but are partners in the management of nearly all of them.



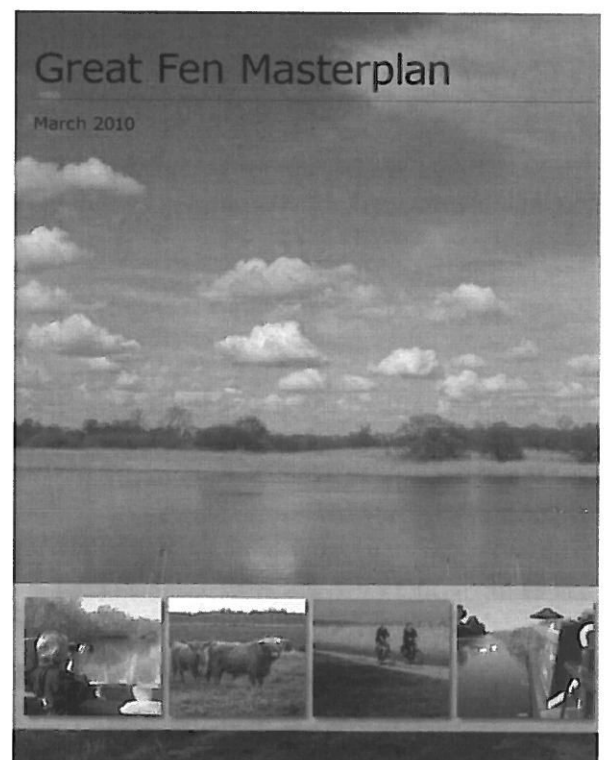
In 09/10 the percentage of local wildlife sites under positive conservation management increased from 39% to 45%

Great Fen Project

This is one of the most exciting habitat restoration projects ever undertaken in Britain. It will create a 91,000 hectare wetland between Huntingdon and Peterborough. It will connect Woodwalton Fen National Nature Reserve with Holme Fen National Nature Reserve to create a very large site with conservation benefits for wildlife and socio-economic benefits for people.

The project aims to combine nature conservation and management with tourism and other income-generating activities. Importantly, in relation to climate change, it will prevent the release of 325 000 tonnes of carbon dioxide each year and will help the local area to adapt by providing somewhere for winter flood waters to be stored thereby reducing the risk of flooding for surrounding farmland and communities. As a partner of the project, the Council has provided land for the project as well as financial support and input from qualified staff.

This is a long-term project managed in partnership by the Environment Agency, Huntingdonshire District Council, Middle Level Commissioners, Natural England and the Wildlife Trust for Bedfordshire, Cambridgeshire, Northamptonshire and Peterborough. The project has to date secured over £2.2 million of external funding and this is in no small part due the outstanding partnership working arrangements



St Ives Town Centre litter clean up

With a busy night life and a number of fast food restaurants litter was a major problem for St Ives Town Centre, the location of litter bins were inappropriate and in some cases too small to take certain types of litter (e.g., pizza boxes).

Clearing litter is a big expense to the Council and working closely with the Council's CCTV service to monitor the situation and engaging business owners, the Town Council and local community groups, the following measures were implemented to resolve the reoccurring problems:

- Jointly funded new bins with Town Council,
- Located bins right by fast food outlets
- Fast food premise owners agreed to clearing within 100m of their premises,
- CCTV used to monitor the situation,
- Street Litter Control notices used if necessary



The Council's Street Scene Team has been working hard to ensure the streets of Huntingdonshire are clean and safe and St Ives Town centre is now a much tidier place.

Solving litter problems in Eynesbury

With a busy supermarket, playing fields, leisure centre and school nearby, the problem of litter was regularly raised at the local police neighbourhood forums in Eynesbury.

Our Street Scene team held a problem solving group at the leisure centre involving the supermarket, HA, the Police, Fire Service, Highways Department, Head teacher of the local school and a number of local community groups. Together, these community representatives brain stormed ideas and planned a big tidy up event involving planting bulbs and river clean up to tie in with the secondary school timetable and involve the local children.

Further measures to prevent litter were agreed and including the following:

- The supermarket banned children at lunchtimes
- The school changed packaging to design out the polystyrene containers and use reusable plates
- A new fence was built to stop litter blowing around and into the ditch
- The Council agreed to lend Eynesbury Village Association litter picking equipment to carry out regular litter picks
- Leisure centre staff agreed to regularly litter pick the local area
- Schools purchased new bins to put out at break times

The local area is now almost completely litter free and the project has been an excellent example of how a local community can work together for the benefit of their environment.

Community Development - Antisocial behaviour surgeries

Early 2010 saw the start of a new service in the Yaxley Community Information Centre. A police and antisocial behaviour surgery now takes place on the first Thursday of each month.

A community safety officer from Huntingdonshire District Council and a police officer is available to answer questions and take reports from the local community. Residents can speak to them in private and receive crime prevention information from the experts at the centre which is located at the Broadway Shopping Centre in Yaxley.

The surgeries are a prime example of how the council is working with the police to provide services which can be easily accessed by everyone in the community. Local people are very aware of antisocial behaviour in their local area and the service will help reduce crime and behaviour which causes concern to the general public.

Green Heart Community Environment Awards



Saturday 5 June 2010 was an important day for Huntingdonshire's environment. Huntingdonshire District Council marked World Environmental Day with a public environmental exhibition during the day and the evening was a celebration of the great and inspirational environmental projects that has been taking place within our district.

More than 100 people took the opportunity to speak with exhibitors such as HeatingSave, the Energy Saving Trust and Cambridgeshire County Council's Recycling Bus about new ways of greening their lifestyle.

Each visitor also took home a green goody bag which included a kitchen caddie, low energy saving light bulb and some wildflower seeds as a starting point to reducing their environmental footprint.

During the evening the finalists walked down the green carpet and enjoyed an evening dedicated to the successes of the inspirational environmental projects that have been taking place. The winners were presented with an award kindly donated by Ridgeons and received a cheque for £250 to put towards their next environmental project.



Partnership Working - Huntingdonshire Strategic Partnership and the Environment Forum



The Council is responsible for promoting the economic, social and environmental wellbeing of its communities so that they can enjoy a good quality of life. To do this, the Council works with and brings together a variety of partners from public, private and voluntary sectors.

The Huntingdonshire Strategic Partnership is one of five Local Strategic Partnerships which have been set up based on each district within Cambridgeshire. The Partnership involves senior representatives from agencies including Cambridgeshire County Council, Huntingdonshire District Council, Cambridgeshire NHS, Cambridgeshire Police, local businesses and voluntary sector organisations. These agencies provide important services to the public such as health care, community safety, transport, education, environmental protection, leisure, economic development and planning. All these agencies have teamed up to work together more effectively to tackle the 'big issues' in the area and improve quality of life.

The Environment Forum is one of the thematic groups that form part of the Huntingdonshire Strategic Partnership, and is made up of the Environment Team from the Council and representatives from the Environment Agency, Cambridgeshire Police, Anglian Water, the local Wildlife Trust and the National Trust. The Forum have an action plan which mirrors the aims in Growing Awareness and identifies where we can 'join up' our activities to make the best use of resources, sharing knowledge and expertise, setting out the way in which all these agencies will work together to make a difference.

AREAS OF FOCUS FOR THE FUTURE

2010 - 2013

DRAFT

There has been a great deal of positive work emerging from Growing Awareness over the last two years, but progress in delivering real environmental improvement, tackling climate change and better use of our natural resources is an ongoing commitment.

Growing Awareness is a five year plan but it is regularly updated with a major review scheduled for 2012/13. Projects and schemes are continually added and amended throughout the year and shown below is a brief overview of just some of the projects planned for delivery over the next few years.

Environmental Performance Assessment of Council buildings

A major assessment of energy and water use at all 'One Leisure' sites has taken place throughout the last half of 2010. This exercise has identified where major savings in both energy and water can be made and a planned programme of implementation will take place over the next two years. A similar review is scheduled for other major office locations. These assessments will include a review of the benefits and payback of renewable energy options (e.g. PV and CHP) for each site to inform Council decisions about use of these technologies.

Energy and water Officer

To ensure further consideration is given to energy and water management within the Council's estate, the Environmental Management Division has undergone a restructure which has resulted in the creation of a post for an Environment Officer responsible for identifying and delivering energy and water savings across all Council buildings, in alignment with the Environment Teams Carbon Management Plan.

Salix Funded Energy Efficiency Projects

In March 2010, Huntingdonshire District Council was successful in its bid for Salix Funding, providing the Council with money to spend to increase the energy efficiency of its estate. Since receiving the money, the Council has begun implementing projects to reduce its energy use, which is also helping the Council to save money on its energy bills.

Projects that are currently in the pipeline include the installation of voltage optimisation technology to reduce the incoming voltage to equipment in Council buildings and the installation of daylight sensors on lighting in office buildings. Many more projects are continually being identified and collectively they will help the Council to reach the targets it has set itself for energy and CO₂ reduction.

St Ives Industrial units Caxton Road St Ives

The design of these industrial units in St Ives has carbon reduction as a key principle, improving on Building Regulation CO₂ emissions standards by 40%, utilising climate control, natural daylight and ventilation; an air source heat recovery system incorporating integrated dynamic insulation cell technology and low energy light fittings.

Water efficient measures such as low flush toilet and low taps have been installed in the toilet and kitchen areas to minimise the buildings overall water consumption and to further reduce the building's use of mains water, a rainwater harvesting system has been installed, to collect rainwater off the green roof. The collected rainwater will then be used to flush the toilets and also be used by the "leaky pipe" system installed to help maintain the green roof during long periods of hot weather.

The building also incorporates the following sustainability features:

- under floor heating and cooling
- a site waste management plan and an on site co-operative recycling system
- BREEAM Very Good Standard
- good cycle and pedestrian access

Solar Powered bus shelters

At least 10 more bus shelters will be fitted with solar powered lighting over the next year.

Review of the Council's pool car fleet and employee mileage allowances

As part of its employee travel plan, the council operates a fleet of four pool cars. The current contract for the provision of these vehicles will be reviewed in early 2011 and it is expected that part of this process will be an assessment of the current system of employee mileage allowances. We will also be investigating the feasibility of updating the pool car fleet with lower polluting alternatives such as electric cars. It is hoped that a review of staff mileage will encourage further use of the fuel efficient pool car fleet and also provide incentives for employees to purchase more fuel efficient private vehicles, by decreasing mileage allowances as engine size increases.

Fleet fuel usage

A major renewal of the Council's refuse vehicle fleet will be undertaken beginning in 2011/12. This procurement process should result in significant fuel savings compared to the council's current refuse fleet as work will be undertaken to examine the feasibility of fuel saving measures such as electric bin lifts, which may be purchased with the new vehicles and have been shown to deliver a fuel saving of around 9%.

E-marketplace

The Council is in the early stages of establishing an e-marketplace system for the organisation. The system makes it easier for staff to purchase goods and services, while allowing some control over the specification of the products they can buy. To allow informed decisions to be taken on the use of greener supplies, our customer service centre are currently trialling the purchase of green products only, with the hope that purchase will be restricted to these products over others once e-marketplace is implemented across the organisation.

Business Environmental Pledge Scheme

The Business Environmental Pledge scheme aims to encourage small to medium size enterprises (SME's) in the district to commit to reducing their environmental footprint. By signing an Environmental Pledge to improve their businesses environmental performance they are eligible for up to 12 hours of one to one professional advice on environmental efficiency and a £500 grant.

Huntingdonshire CO2Y Homes Scheme

This new scheme is due to begin in May 2010 and will run throughout the next two years. It replaces the previous Warmer Homes for Life Scheme and provides householders on a qualifying benefit with free loft and cavity wall insulation.

Watts Going Down Campaign

We aim to encourage at least two more community groups in the district to get involved in the Watts Going Down Campaign to reduce their energy use.

St Neots Energy Study and the Low Carbon Development Initiative

The Council is working closely with partners to deliver low carbon housing and energy solutions within the district. In particular the St Neots Energy Study was produced in early 2010 to explore the low carbon energy 'supply mix options' for St Neots, where 5000-homes are planned in the existing town, and a further 2000 homes in a proposed 'eco-extension'. The study highlighted the unique opportunity provided by Little Barford power station to provide heat to supply a district heating network for the town. The power station provides enough waste heat to theoretically provide for the whole of St Neots and if the project can be successfully delivered it will be ground breaking work that will help to set standards in delivering large-scale zero-carbon development, as well as providing major benefit for the existing businesses and community. During the next few years the Council will seek to develop this opportunity further through the Low Carbon Development Initiative (LCDI).

Monitoring Programmes

Green House Project and Greenhart Grove are excellent examples of how energy efficiency and renewable energy generation can be incorporated into new homes and existing housing stock. Working closely with partners, these showcase homes will be monitored in great detail during 2010/11 to enable us to understand how much water and energy is used during all the activities we carry out day to day. We hope to show people that using less energy and water is possible and you don't have to go without to make savings.

Alconbury and Alconbury Weston Flood Mitigation Scheme

The Council has been successful in securing £428,000 in grant funding from DEFRA and the Environment Agency for individual household flood defence measures in the Alconbury and Alconbury Weston areas.

The grant will allow the Council to provide properties with home flood surveys and a contribution, or full payment towards the total cost of, installing flood protection measures that are identified as necessary in those surveys. These surveys and defence work will be undertaken over the next year.

Surface Water Management Plans (SWMP)

A SWMP is a framework through which key local partners with responsibility for surface water and drainage in their area, work together to understand the causes of surface water flooding and agree the most cost effective way of managing surface water flood risk. SWMP's are usually undertaken by an external consultant due to insufficient skills and resources within local authorities. There are four principle phases of a SWMP:

- Phase 1 - Preparation: which includes scoping the study and the formation of a partnership of all the identified stakeholders
- Phase 2 - Risk Assessment: undertake a strategic assessment, an intermediate assessment, then a detailed assessment of the risks and map and communicate the risks. This phase includes significant hydrological modelling of existing infrastructure.
- Phase 3 - Options: a range of options, which seek to alleviate the risk from surface water flooding are identified through stakeholder engagement and assessed. The purpose of this phase is to identify the most appropriate mitigation measures, which can be agreed and taken forward to the next phase
- Phase 4 - Implementation and Review: preparing an implementation strategy and the monitoring of the implementation and subsequent regular review.

Integrated ticketing at St Ives bus station

In 2010/11 significant planned improvements are being developed to facilitate integrated ticketing for bus users from St Ives, wishing to make onward rail journeys. As part of a joint initiative with First Capital Connect and the County Council, it is planned that an integrated ticketing machine will be installed at St Ives Bus Station which will enable bus users to buy a single ticket from St Ives to anywhere on the national rail network, increasing convenience and ease of travel.

Quality Bus Partnership

As yet there has been limited progress on developing a partnership for Huntingdonshire, although we are currently benefiting from the Cambridge partnership from City services that run into St. Ives, St. Neots and Huntingdon i.e. vehicle types, emissions etc. The Local Transport Plan (3) is currently in development, due to be completed from March 2011 which will encourage the development of a partnership for Huntingdonshire. We hope to see an active partnership in place by 2012/13.

Bring Bank Refurbishment

To investigate the feasibility of offering a standardised bring bank system across Cambridgeshire, taking material that cannot be collected in the kerbside recycling service, e.g., books and clothes.

BBC Breathing Places 'Bio-Blitz'

As part of Springwatch Wild Day Out we will be holding five 'bio blitz' events across Huntingdonshire. This involves encouraging local residents to help conduct surveys mapping the range of species found in an area. During 10/11 'bio-blitz' events will be held at Hinchingbrooke Country Park, Paxton Pits Nature Reserve and Barford Road Pocket Park.

FOR MORE INFORMATION ABOUT GROWING AWARENESS OR ANY OF THE PROJECTS CONTAINED WITHIN THIS DOCUMENT PLEASE VISIT OUR WEBSITE AT www.huntsdc.gov.uk

Environmental Performance Tables (please see tables one to ten)




Growing Awareness is now at its mid-point and the attached tables give an analysis of how we've performed against our targets so far. This section of the review reports our progress and will inform the development of the action plan to ensure the strategy remains current and up to date and that the action plan targets are challenging but realistic.

Baseline data and data monitoring

The financial year 2008/09 is the baseline data year for this strategy. This year was used as at the time of producing the original document, it offered the most complete accurate data set. Wherever 08/09 data was unavailable, the closest available data set was used as the baseline.

Wherever possible, we have used Government indicators to reflect the progress of this strategy and where there is no relevant national indicator to report progress we have measured data which best represents how successful our action has been.

Tracking Key

-  Positive progress – Indicator on target
-  Some progress – Indicator near target
-  No progress – Indicator behind target

CONCLUSIONS

Performance against the objectives of the Environment Strategy and the specific targets contained within this review document show that the Council is making real progress in reducing its own environmental impact and in encouraging others to do the same.

The range of projects outlined within this review show that the Council is performing well against each of the three key themes of Growing Awareness and over 60% of all indicators contained within the environmental performance tables are exceeding target expectations. Only 15% of indicators have failed to be met and where this is the case it will be necessary to ensure that adequate resources are in place to ensure that they are achieved.

Internally, the integration of environmental performance into relevant service planning documents, has promoted a greater understanding of the Council's environmental impact and as a direct result there have been significant cost savings and a reduction in resources used. In addition to carbon reduction, sustainable procurement, water usage and employee travel will all be key areas of focus for the remainder of the strategy.

Externally, increased emphasis on strategic work to steer the transition towards a low carbon economy will be required to ensure that future development in the district contributes to this goal through efficient design and the use of renewable technologies wherever possible.

Advice to householders to encourage the installation of energy efficiency and renewable measures will remain central to the work of the Council's Environment Team and the Greenhouse Project will be the primary means by which this is achieved in addition to the provision of grant information and advice.

Growing Awareness is a five year plan. The projects and schemes contained within this review document are monitored continually and amended where necessary. The next major review is scheduled for 2012/13.

A great deal of positive work has already emerged from Growing Awareness. The challenge now is to build on this progress to deliver lasting environmental improvements towards the ultimate goal of a more sustainable Huntingdonshire. The Council and its partners remain fully committed to this objective and Growing Awareness remains the key delivery mechanism for improving the Council's environmental performance and projects across the district.

Areas of focus for the future – Action Plan 10/11 to 12/13 (please see table eleven)

The information in the performance tables have been directly used to inform the development of the action plans for 10/11 through to 12/13 which you will find at the close of this document.

ENVIRONMENTAL PERFORMANCE TABLES 08/09 – 09/10

ENERGY EFFICIENCY – 09/10 Progress and 10/11 Targets

Reducing the COUNCIL'S environmental footprint									
Action	Indicator	Progress				Tracking	10/11 Target	Responsible Service	
		Baseline	09/10 Target	09/10 Actual	Five year target			Delivery Year	Comments
Adopt an energy policy to reduce the Council's energy use in all its buildings and activities	Amount of energy consumed by HDC buildings and services and resulting CO ₂ emissions	13,606 MWh 4,728 tonnes	6% CO ₂ reduction	13,451 MWh 4,388 tonnes 6.8% CO ₂ reduction	30% CO ₂ reduction		6% CO ₂ reduction	Environmental Management	
Projects									
Description									
Carbon Management Plan	Plan adopted and £75k of funding attracted to secure energy efficient and low carbon technologies within HDC offices and Leisure Centres							Ongoing	
CHP at Huntingdon Leisure Centres	Combined Heat and Power (CHP) unit installed at leisure centre to reduce energy use							Complete Jul 2008	
New Headquarters Project	To deliver new energy efficient office accommodation for staff working in HDC's main offices							Complete Feb 2010	Rated 'B' energy efficiency
Multifunctional device project	Printer rationalisation to reduce number of machines required and energy used has been rolled out across all of HDC's offices							Complete Mar 2010	
Reducing the DISTRICT'S environmental footprint									
Action	Indicator	Progress				Tracking	10/11 Target	Responsible Service	
		Baseline	09/10 Target	09/10 Actual	Five year target			Delivery year	Comments
4 Encourage improvements in thermal efficiency of domestic properties in Huntingdonshire	Number of households installing energy efficiency measures via HDC schemes and resulting CO ₂ saved % people receiving income based benefits, living in homes with low energy efficiency rating	231 installs 374.9 tonnes	200 installs	290 installs 711 tonnes	1000 installs		170 installs	Environmental Management	
Contributory projects	Description								
Green House Project	Purchase of properties representative of average housing stock for refurbishment with energy saving measures as demonstration project							08/09 – 10/11	Properties purchased
Green Hart Grove Project	A development of new build super-insulated homes, constructed to achieve level 5 of the Code for Sustainable Homes							08/09 – 12/13	Ongoing
Warmer Homes for life	A home insulation project established by HDC for vulnerable residents							08/09 – 10/11	Changed to Cosy Homes Scheme 10/11
Warm front scheme	National government heating and insulation project							08/09 – 12/13	Ongoing
Watts Going Down Campaign	Reducing energy use in targeted communities in Huntingdonshire							08/09 – 10/11	Complete in Warboys
British Gas insulation scheme	Home insulation scheme for able to pay households							08/09 – 12/13	Ended 09/10
Action	Indicator	Progress				Tracking	10/11 Target	Responsible Service	
		Baseline	09/10 Target	09/10 Actual	Five year target			Delivery year	Comments
Encourage the installation of energy efficiency measures by business and industry	Number of businesses installing energy efficiency measures via HDC schemes	0 installs	5 installs	2 installs	25 installs		5 installs	Environmental Management	
Contributory projects									
Description									
Business grant scheme	Grant scheme for businesses to deliver environmental efficiency measures							08/09 – 10/11	Re-launch of improved scheme 10/11

RENEWABLE ENERGY – 09/10 Progress and 10/11 Targets

Reducing the COUNCIL'S environmental footprint									
Action	Indicator	Progress					Responsible Service		
		Baseline	09/10 Target	09/10 Actual	Five year target	10/11 Target			
Increase the amount of council electricity use procured from renewable sources	% of energy used by HDC that is sourced from a "Green Tariff"	0%	100%	100%	100%	100%	Environmental Management Facilities Management		
Contributory projects							Delivery year	Comments	
Regular review of energy supply contracts	Ensure a high proportion of energy purchased is from renewable sources when renewing supply contracts						08/09 – 12/13	Reviewed in 2009	
Action	Indicator	Progress					Responsible service		
		Baseline	09/10 Target	09/10 Actual	Five year target	10/11 Target			
Where appropriate, install renewable energy technologies at all council buildings	Number of HDC buildings with on-site renewable energy technology	0	2	1	10	3	Environmental Management Facilities Management		
Contributory projects							Delivery year	Comments	
Environment Performance Review at Leisure Centres	Survey of buildings, working with Renewables East, suggesting practical renewable energy measures to be installed at leisure centre sites						09/10-10/11	Tender complete Mar 2010	
St Neots Creative Exchange	Built by HDC in St Neots providing workspace for start-up creative businesses. The building incorporates materials with low embodied carbon, high energy efficiency, rainwater harvesting and a solar thermal hot water system						08/09	Complete Jan 2009	
Solar powered lighting trial	The installation of solar powered lighting at bus shelters in St Neots Town Centre						08/09-12/13	3 installed in 09/10	
St Ivo outdoor wind turbine	The installation of two 5kW wind turbines to supply power to the leisure centre						08/09 – 09/10	Project on hold	
Reducing the DISTRICT'S environmental footprint									
Action	Indicator	Progress					Responsible Service		
		Baseline	09/10 Target	09/10 Actual	Five year target	10/11 Target			
Encourage the installation of renewable energy by businesses and householders through promotion, grant funding, support and advice	Number of households installing renewable energy technology in the district	9 installs	5 installs	3 installs	120 installs	40 installs	Environmental Management		
Contributory projects							Delivery year	Comments	
Solar Hot Water Scheme	£600 grant funding (per property) towards the cost of installing solar hot water systems at households in the district						08/09 – 10/11	Ongoing	
Power to the People Renewable Events	Renewable Energy showcase events organised in conjunction with Energy Saving Trust						08/09	Event held in St Neots	
Action	Indicator	Progress					Responsible Service		
		Baseline	09/10 Target	09/10 Actual	Five year target	10/11 Target			
Encourage renewable energy generation in all new developments	% of major developments achieving 10% of their energy requirements from on-site renewables	No policy in place	Adopt relevant policy via LDF	LDF delayed, RSS renewable policy used as interim measure	Adopt and enforce renewables policy in LDF	Adopt policy in LDF	Planning Services		
Contributory projects							Delivery Year	Comments	
Greenhart Grove	A development of new build homes constructed to achieve level 5 of the Code for Sustainable Homes, providing solar hot water and solar photovoltaic electricity generation						08/09 – 10/11	Complete	
Local Development Framework (LDF)	To require a minimum 10% on-site renewable energy from all new development						08/09	Delayed	
St Neots energy study	Study looking at how new housing demand in the district can utilise renewable energy technologies						09/10	Complete end of 2009	

Action	Indicator	Progress					Tracking	10/11 Target	Responsible Service
		Baseline	09/10 Target	09/10 Actual	Five year target	10/11 Target			
Support renewable energy proposals in Huntingdonshire where impacts on amenity, wildlife and landscapes are acceptable	Amount of renewable energy produced within Huntingdonshire	33,286 mW	N/A	33,286 mW	N/A		N/A	Planning Services	
	Number of planning applications received for large-scale renewables	3	N/A	4	N/A		N/A		
	Number of applications approved	3	N/A	3	N/A		N/A		
Contributory projects									
Local Development Framework (LDF)									
Action	Indicator	Progress					Tracking	10/11 Target	Responsible service
Support community environmental projects funded through S106 monies from renewable energy projects	Positive policy in the LDF to support large-scale renewable proposals in suitable locations in Huntingdonshire	Baseline	09/10 target	09/10 Actual	Five year target	10/11 Target	10	Environmental Management	
		8 projects	10	10	50				
Contributory projects									
Red Tile Farm Community Environment Fund									
Glass Moor Community Environment Fund									
Community fund to support environmental improvements in Warboys and neighbouring parishes									
Community fund in partnership with Fenland District Council to support environmental improvements within a 5-mile radius									
Delivery year									
08/09									
08/09-12/13									
08/09-12/13									
Comments									
Delayed									
Ongoing									
Ongoing									




TRAVEL & EMISSIONS TO AIR – 09/10 Progress and 10/11 Targets

Reducing the COUNCIL'S environmental footprint




Action	Indicator	Progress					Tracking	10/11 Target	Responsible Service
		Baseline	09/10 Target	09/10 Actual	Five year target	10/11 Target			
Develop & implement site specific employee travel plans for the Council's main sites and reduce CO ₂ emissions from leased & employee owned vehicles	% of HDC employees travelling to work by car	50.71% (2008)	50%	50.51% (2009)	40%		47%	Environmental Management	
	CO ₂ emissions from HDC staff travel for work	171.1 tonnes	6% reduction	175.5 tonnes (2.6% increase)	30% reduction		0% Increase	Environmental Management Personnel services	
	Contributory projects								
Corporate Travel Plan	To reduce single occupant use of private cars and promote a modal shift to other forms of transport								
Smarter travel initiatives	Staff support organised by Green Force for campaigns such as bike week, car free day and Camshare								
Action	Indicator	Progress					Tracking	10/11 Target	Responsible service
		Baseline	09/10 Target	09/10 Actual	Five year target	10/11 Target			
Effective management of the Council's own vehicle fleet to reduce emissions	CO ₂ emissions from HDC fleet	1865.9 tonnes	6% reduction	1460.5 tonnes 21.7% reduction	30% reduction		0% increase		
	NOx emissions from Council fleet	8.61 tonnes	6% reduction	7.72 tonnes 10% reduction	30% reduction		0% increase	Operations Division	
	PM10 emissions from Council fleet	0.24 tonnes	6% reduction	0.21 tonnes 12% reduction	30% reduction		0% increase		
Contributory projects									
Green Fleet Review to be undertaken	Review of fleet to be undertaken to advise on fleet efficiency savings								
		Delivery year		Comment					
		08/09		Fleet renewal due 11/12					


Reducing the DISTRICT'S environmental footprint

Action	Indicator	Progress					Tracking	10/11 Target	Responsible Service
		Baseline	09/10 Target	09/10 Actual	Five year target	10/11 Target			
Provide more opportunities for residents to walk, cycle, use public and community transport & encourage schools and businesses to develop travel plans working closely with partners	% of daily journeys made by bus, cycle and pedestrian trips across four market towns	19.5% (07/08)	18.5%	18.25%	Maintain at 18.5% or above		18.5%	Transportation Team	
	% of schools with travel plans	63 schools 89%	N/A	71 schools 100%	N/A		N/A	Cambridgeshire TfW Partnership	
	Number of employers who are members of the travel for work partnership	9	12	11	25		15		
Contributory projects									
Support the 'Travel 4 work' partnership	Encourage uptake of the scheme amongst businesses in the district								
Bus-rail interchange scheme	Improvement works at the rail station encouraging more train passengers to travel to the station via public transport								
Cycle way improvement programme	Reappraisal of cycling objectives identifying eight priority schemes for delivery – three at development stage								
		Delivery year		Comment					
		08/09-12/13		Ongoing					
		08/09		Complete					
		08/09 – 12/13		Ongoing					




Action	Indicator	Progress					Responsible service	
		Baseline	09/10 Target	09/10 Actual	Five year target	Tracking		10/11 Target
Manage demand for car parking in town centres & encourage use of low emission vehicles and alternative forms of travel	% of season tickets sold for vehicles with CO ₂ emissions under 120g/per km	2.5% of total sales	7.5% of total sales	8% of total sales	25% of total sales		12.5% of total sales	Transportation Team
Contributory projects		Description					Delivery year	Comment
Huntingdonshire Car Parking Strategy	Designed to manage car parking demand in town centres across the district						08/09-12/13	Introduced in Oct 08
Reduced season ticket prices	25% reduction in season ticket prices for vehicles with CO ₂ emissions under 120g/per km in HDC long stay car parks						08/09-12/13	Introduced in Oct 08
Develop and implement Air Quality Action Plans for prevention and mitigation of air pollution in Huntingdonshire	Successful implementation of Air Quality Management Strategy in the district	No strategy	Complete Strategy document	Document complete	Full implementation of Strategy Action Plan		Implement first year actions	Environmental Health
Contributory projects		Description					Delivery year	Comment
HDC Emissions Inventory	Work undertaken during 08/09 to inform the Air Quality Management Strategy						08/09	Ongoing
Action	Indicator	Progress					Responsible service	
		Baseline	09/10 Target	09/10 Actual	Five year target	Tracking		10/11 Target
Work with Cambridgeshire County Council and bus operators to reduce emissions from buses in the district & ensure taxis become less polluting through regular emissions testing	Quality Bus Partnership (QBP) progress	No partnership	Ensure QBP is identified in LTP3 as priority	No progress	Establish effective QBP for Huntingdonshire		Ensure QBP is identified in LTP3 as priority	Transportation Team
Contributory projects		Description					Delivery year	Comment
Guided bus way project	Buses diverted from A14 easing congestion. All buses using guided bus way must be to Euro 3 emissions standard						08/09	Delayed
Quality Bus Partnership (QBP)	The LTP 3 is currently in development, due to be completed from March 2011 which will encourage the development of a partnership for Huntingdonshire						10/11-12/13	Ongoing

SUSTAINABLE PURCHASING – 09/10 Progress and 10/11 Targets

Reducing the COUNCIL'S environmental footprint										
Action	Indicator	Progress				Description	Tracking	10/11 Target	Responsible Service	Comments
		Baseline	09/10 Actual	09/10 Target	09/10 Actual					
Require all tender specifications to include a section on sustainability and the environment, to which weight will be given in the tender process	% Huntingdonshire District Council suppliers with environmentally friendly credentials	No data	No data	No data	No data	Unable to set target due to lack of data		To establish data gathering mechanism	Procurement	
Contributory projects									Delivery year	
e-market place project	The e-market place system can be set up to restrict and specify purchasing to products and services with greener credentials								08/09-10/11	Green purchasing trial ongoing
Action	Indicator	Baseline	09/10 Actual	09/10 Target	09/10 Actual	Five year target	Tracking	10/11 Target	Responsible Service	
To reduce the amount of paper used in the day-to-day running of the Council	Reams of paper purchased	3550	36% reduction	5% reduction	36% reduction	50% reduction		4% reduction	All	
Contributory Projects									Delivery year	Comments
Multifunctional devices	Reduce the number of printers, scanners, photocopiers and fax machines from over 300 to just 19 multi-functional devices, capable of printing, photo copying scanning and sending faxes								08/09	Complete
Electronic Document Management	This system scans in paper documents, indexes them and allocates them into workflows – enabling managers to electronically manage their team's workload								08/09	Complete
Action	Indicator	Baseline	09/10 Actual	09/10 Target	09/10 Actual	Five year target	Tracking	10/11 Target	Responsible service	
Seek accreditation to an Environmental Management System (EMS) by the end of the Strategy period.	Successful accreditation to an Environmental Management System by the end of the Strategy period	No EMS	Review on schedule	Governance structure in place, mid-point review complete	Review on schedule	Accreditation to EMS achieved		Review completed to schedule	Environmental Management	
Contributory projects									Delivery year	Comments
Green Force Green Day	To encourage good environmental practice in all our purchasing								08/09-12/13	Launched in 2008

Reducing the DISTRICT'S environmental footprint										
Action	Indicator	Progress				Description	Tracking	10/11 Target	Responsible Service	Comments
		Baseline	09/10 Actual	09/10 Target	09/10 Actual					
Promote sustainable consumer choices and opportunities for the sale of locally produced food in Huntingdonshire	Number of campaigns actively promoting sustainable purchasing choices	4 campaigns	3 campaigns	2 campaigns	3 campaigns	10 campaigns (2 per year)		2 campaigns	Environmental Management Sustainable Economic Development	
Contributory projects									Delivery year	Comments
Huntingdonshire food festival	Event to promote the very best in local produce, healthy eating and sustainable purchasing								08/09	Campaign complete
Shop Local Campaign	Campaign encouraging the public and businesses to shop local								08/09	Campaign complete
Winter Celebration of Farming	Field day at Hinchinbrooke Country Park celebrating the local farming industry								08/09	Campaign complete
Love food hate waste	3 road shows encouraging smart purchasing of food to reduce waste								09/10	Campaign ongoing
Huntingdonshire Nursery Project	To return disused nursery to productive use, providing locally sourced trees and bedding plants								08/09-12/13	Ongoing

BEST USE OF LAND - 09/10 Progress and 10/11 Targets

Reducing the DISTRICT'S environmental footprint									
Action	Indicator	Progress					Responsible Service		
		Baseline	09/10 Target	09/10 Actual	Five year target	Tracking		10/11 Target	
Increase the proportion of housing development on previously developed land	% of new development on brownfield land	53.3%	29%	38.8%	29%		29%	Planning Policy	
Contributory projects									
Local Development Framework									
Wherever possible require all new dwellings to be built on previously developed land									
Action	Indicator	Progress					Responsible Service		
		Baseline	09/10 Target	09/10 Actual	Five year target	Tracking		10/11 Target	
Increase the proportion of employment floor space on previously developed land	% of employment floor space on previously developed land	22.1%	25%	67.1%	25%		25%	Planning Policy	
Contributory projects									
Local Development Framework									
Wherever possible require all new employment floor space to be located on previously developed land									
Investigate the possibility of giving sustainably built domestic and commercial buildings a reduction on council tax and business rates									
Action	Indicator	Progress					Responsible Service		
		Baseline	09/10 Target	09/10 Actual	Five year trend	Tracking		10/11 Target	
Seek to bring contaminated land back into beneficial use	Number of potentially contaminated sites brought back into beneficial use per annum	28	20 sites or above	22	N/A		20 sites or above	Environmental Health	
Contributory projects									
Audit of potentially contaminated sites									
The Council will continue to investigate sites identified as priorities, to determine whether they pose a risk to human health									
Provision of guidance to developers									
To liaise with developers and planning consultants to assess the risk that contaminated land plays at potential development sites									
Investigation of liability for contaminated sites									
Legal action to be taken where appropriate, to target the 'original polluter' to pay for any necessary clean-up work									
Delivery year									
08/09-12/13									
Ongoing									
Comments									
Ongoing									
Ongoing									
Ongoing									
Ongoing									

WATER – 09/10 Progress and 10/11 Targets

Reducing the COUNCIL'S environmental footprint

Action	Indicator	Progress				Responsible Service	
		Baseline	09/10 Target	09/10 Actual	10/11 Target		
Accurately monitor water usage at all Council sites and produce site-specific water management plans	m ³ of water consumed in Council buildings	40,205 m ³	1% reduction	44,285 m ³ 10% Increase	5% reduction	0% increase	Environmental Management Facilities Management
Contributory projects		Description				Delivery year	Comments
Green Force		Encouraging staff to make more efficient use of water				08/09-12/13	Ongoing
Action	Indicator	Baseline	09/10 Target	09/10 Actual	10/11 Target	Responsible service	
Introduce water recycling systems at all new council sites and install where feasible at existing sites, encouraging partners to do the same	Number of new and existing sites with water recycling systems	1 site - Hinchingsbrooke Country Park	1 additional site	1 additional site – Pathfinder House	5 additional sites	2 additional sites	Environmental Management Facilities Management
Contributory projects		Description				Delivery year	Comments
New building fixtures and fittings		Water efficient fixtures and fittings to be installed in all new Council buildings				08/09-12/13	Complete at new HQ
Environment Performance Review at Leisure Centres		Survey of buildings, suggesting practical water efficiency measures to be installed at leisure centre sites				09/10 -10/11	Responsible Officer in post Sep 2010

Reducing the DISTRICT'S environmental footprint

Action	Indicator	Progress				Responsible Service	
		Baseline	09/10 Target	09/10 Actual	10/11 Target		
Increase awareness of water saving measures and promote water saving methods such as grey water devices and water efficient appliances	Number of campaigns promoting sustainable water use	3 campaigns	1 campaign	1 campaign	Support 5 campaigns (one per year)	1 campaign	Environmental Management
Contributory projects		Description				Delivery year	Comments
Food Festival		Anglian Water hosted a water saving and efficiency information stand				08/09	Sep 2008
Energy Saving week road shows		Included advice and information on water saving in the home and office				08/09	Oct 2008
Warboys Greener Living Fair		Promoting water butts and efficient use of water to householders				08/09	Mar 2009
Green Day		Promoting efficient use of water				09/10	May 2009
Action	Indicator	Baseline	09/10 Target	09/10 Actual	10/11 Target	Responsible Service	
Work with partners to produce a Water Cycle Strategy, to assess infrastructure availability and required new growth in the District	Progress towards completion of a Water Cycle Strategy for Huntingdonshire	No progress	Complete phase one	Phase one complete	Full study complete for all priority areas	Phase two priority areas identified	Environmental Management
Contributory projects		Description				Delivery year	Comments
Water Cycle Strategy		Huntingdonshire District Council to lead in developing a strategy and targets for completion of the work				08/09-10/11	Ongoing

WASTE – 09/10 Progress and 10/11 Targets

Reducing the COUNCIL'S environmental footprint										
Action	Indicator	Progress					Tracking	10/11 Target	Responsible Service	
		Baseline	09/10 Target	09/10 Actual	Five year target	10/11 Target			Delivery year	Comment
Reduce amount of Council's own waste going to landfill by 15% over next 5 years and encourage partner agencies to do the same	Percentage of waste recycled from Pathfinder House	50.9%	1% increase (52%)	53%	5% increase (56%)		1% increase (54%)	Environmental Management		
	% of offices with access to recycling facilities	72%	75% with recycling facilities	78%	100% with access		80%	Environmental Management		
Contributory projects										
Recycling bin system	Introduction of dry recycling bins at all suitable office locations									
Green Force Project	Staff awareness campaign to promote recycling and waste minimisation									
Composting of Council waste	Investigate the possibilities of introducing a compostable waste collection at Pathfinder House offices									

Reducing the DISTRICT'S environmental footprint										
Action	Indicator	Progress					Tracking	10/11 Target	Responsible Service	
		Baseline	09/10 Target	09/10 Actual	Five year target	10/11 Target			Delivery year	Comment
Ensure domestic recycling remains above 55% and explore adding additional materials to the kerbside collection, e.g., glass	% of household waste recycled or composted	57.2%	No decrease in recycling	55.5%	60%		2% increase (57.5%)	Operations Division		
		Contributory projects								
Kerbside glass collection	Investigate the possibilities of including glass in the dry recycling bins									
Action	Indicator	Progress					Tracking	10/11 Target	Responsible service	
		Baseline	09/10 Target	09/10 Actual	Five year target	10/11 Target			Delivery year	Comment
Develop Waste Minimisation Strategy with partners and introduce targeted promotional campaigns for key waste streams	Residual household waste	432kg	1% reduction	423kg 2% reduction	5% reduction		1% reduction	Operations Division		
		Contributory projects								
Kitchen waste campaign	Promotional campaign to further encourage the composting of kitchen waste in the green bin									
Action	Indicator	Progress					Tracking	10/11 Target	Responsible service	
		Baseline	09/10 Target	09/10 Actual	Five year target	10/11 Target			Delivery year	Comment
Facilitate the introduction of schools and trade waste recycling collections and support larger businesses in their effort to recycle trade waste	To establish trade waste recycling service	No service	N/A	N/A	Service Established		Investigate joint service with neighbouring local authorities	Operations Division		
		Contributory projects								
Environmental Education Officer	To promote a broad range of environmental messages to local schools and community groups									
								Delivery year	Comment	
								08/09 – 12/13	Ongoing	

BIODIVERSITY AND OPEN SPACE – 09/10 Progress and 10/11 Targets

Reducing the DISTRICT'S environmental footprint

Action	Indicator	Progress				Tracking	10/11 Target	Responsible Service	
		Baseline	09/10 Target	09/10 Actual	Five year target				
Protect & enhance biodiversity and open space and ensure that biodiversity, open space & recreational objectives are included in development plans, whilst ensuring legislation & good practice	All sites where active conservation management has taken place	50 / 129 39%	45%	60/129 45%	In line with County-wide targets until 2011		52%	Planning Countryside Services	
Contributory projects		Description						Delivery year	Comments
The Great Fen project		Long-term landscape-scale restoration project managed in partnership by the Environment Agency, Huntingdonshire District Council, Middle Level Commissioners, Natural England and the Wildlife Trust for Bedfordshire, Cambridgeshire, Northamptonshire and Peterborough						08/09-12/13	Ongoing
Open space strategy		Audit of open space sites in the district currently in progress to assess biodiversity and recreational value to inform development of the strategy to protect valuable open space						09/10-10/11	Ongoing
Paxton Pits extension project		Landscape-scale restoration project which will see the nature reserve expand from 192 acres to over 700 in the next decade						08/09-12/13	Ongoing
Action	Indicator	Progress				Tracking	10/11 Target	Responsible service	
		Baseline	09/10 Target	09/10 Actual	Five year target				
5 Develop community involvement in green space and biodiversity projects, and encourage experience of the natural world through environmental education	Number of Eco-Schools in Huntingdonshire	33/71 schools 47%	Above 55%	44/71 schools 62%	53/71 schools 75%		48/71 68%	Environmental Management	
Contributory projects		Description						Delivery year	Comments
Green house wildlife gardens		The gardens at the Green House Project show homes show visitors how they can incorporate wildlife into an ordinary back garden						08/09-11/12	Ongoing
BBC Breathing Places		Events were held throughout the year which encouraged residents to make wildlife homes, a number of tree and flower planting events took place including 'Tree O Clock', an attempt to set a new tree planting world record						08/09-09/10	Ongoing
Environmental Education Officer		To promote a broad range of environmental messages to local schools and community groups						08/09-12/13	Ongoing
Action	Indicator	Progress				Tracking	10/11 Target	Responsible service	
		Baseline	09/10 Target	09/10 Actual	Five year target				
Protect & promote allotments & community gardens, & provide further opportunity for people to grow their own produce to promote sustainability, health & social inclusion	Plots of land used as allotments/community gardens	N/A	N/A	N/A	Establish target based on results of Open Space Strategy		Open Space Strategy published	Operations Division	
Contributory projects		Description						Delivery year	Comments
Open space strategy		Audit of open space sites in the district currently in progress to assess to the quality and quantity of allotment space and community gardens in the district						09/10-10/11	Ongoing
Huntingdonshire Nursery Project		To return disused nursery to productive use, providing locally sourced trees and bedding plants						08/09-12/13	954 volunteers visited Huntingdon Nursery in 08/09

CLEAN & SAFE HUNTINGDONSHIRE – 09/10 Progress and 10/11 Targets

Reducing the DISTRICT'S environmental footprint

Action	Indicator	Progress					Responsible Service
		Baseline	09/10 Target	09/10 Actual	Five year target	Tracking	
Achieve a high level of street cleanliness and reduce levels of fly-tipping across the district	Improved street and environmental cleanliness (Flytipping)	4					Operations Division
	Improved street and environmental cleanliness (Levels of litter & detritus)	Litter 3% Detritus 9%	7% or less	Litter 3% Detritus 11%	7% or less		Operations Division
Contributory projects							
Litter-free market towns project	Promotional campaign to make all market towns in Huntingdonshire litter-free zones and use of street rangers to target fast food outlets with litter problems						
River care project	Working in partnership with the Environment Agency to regularly clean up town centre river locations in Huntingdonshire						
Action	Indicator	Progress					Responsible service
Reduce the amount of criminal damage and graffiti occurring in Huntingdonshire	Improved street and environmental cleanliness (Levels of graffiti & flyposting)	Graffiti 1% Fly posting 0%		Graffiti 1% Fly posting 0%			Operations Division
	% reduction in criminal damage	4.1% increase	10% reduction	24% reduction			Community Team
Contributory projects							
Graffiti prevention and clean-up	Street Rangers working in Partnership with Luminus Street Wardens and community groups to report and help clean up graffiti						
Contributory projects							
Action	Indicator	Progress					Responsible Service
Work to improve neighbourhood pride and reduce anti-social behaviour and fear of crime	Percentage of respondents with a high level of perceived anti-social behaviour	10.5% (2008)	8% or less		8% or less		Operations Division
	Contributory projects						
*Please note – areas highlighted in yellow to be completed before final publication							

ACTION PLAN

2010/11 – 2012/13

Tackling Climate Change at Huntingdonshire District Council

Projects	Description	Delivery Year
Environmental Performance Assessment of HDC buildings	To identify where savings can be made in energy and water use and review the benefits and payback of renewable energy options (e.g. PV and CHP) for each site to inform Council decisions about use of these technologies.	10/11
Employment of an Energy and Water Manager	Environment Officer responsible for identifying and delivering energy and water savings across all Council buildings, in alignment with the Environment Team Carbon Management Plan	10/11
St Ives Industrial Units	Units built for start up businesses, incorporating the highest energy efficiency standards	10/11
Salix Funded energy efficiency projects	Installation of sensors on lighting in leisure centres and offices, controls on swimming pool pumps, insulation at some of the leisure centres and the installation of voltage optimisation technology to reduce the incoming voltage to equipment in Council buildings	10/11
Review Corporate Travel Plan	To encourage reduction in single occupant use of private cars, and promote a modal shift to other forms of transport	10/11 – 11/12
Review of pool car scheme and car user allowances	Staff car user allowances rise with engine capacity, amending the scheme to rectify this will remove incentives to buy larger vehicles	11/12
Reducing Fleet Fuel usage	Trialling electric bin lifts and considering fuel usage in fleet renewal	10/11 – 12/13
Climate change adaptation service review	Audit of all services delivered by the Council to identify all potential risks and opportunities, and review plans and procedures in light of audit outcomes	10/11 -12/13

Tackling Climate Change in Huntingdonshire

Projects	Description	Delivery year
Business pledge scheme	Increased promotion of a business advice scheme to encourage local businesses to deliver environmental efficiency measures	10/11
Cosy Homes Insulation grant scheme	A home insulation project established by the Council for vulnerable residents	10/11
Watts Going Down Community Energy Challenge	To encourage 2 more local communities to reduce their energy use	10/11
Low Carbon Development Initiative	To take forward the findings of the St Neots Energy Study	10/11 – 12/13
GreenHart Grove Monitoring	Detailed monitoring will take place during 2010/11 to enable us to understand how much water and energy is used during average daily activities. This should demonstrate how using less energy and water is possible and you don't have to go without to make savings	10/11 – 12/13
The Green House Project	Showcase houses open to the general public, demonstrating how existing properties can be made more sustainable in line with the "Green Deal"	10/11 – 11/12
Alconbury and Alconbury Weston Flood Mitigation scheme	Over £400k of grant funding from DEFRA to spend on flood mitigation measures	10/11 – 11/12
Surface water management planning	In partnership with Cambridgeshire County Council to identify areas at risk of Surface Water flooding	10/11 – 11/12
Solar Hot Water Grant Scheme	The scheme gives a £600 grant for installation of solar hot water and is available to all households in the district, regardless of income	10/11
Local Development Framework (LDF)	Policy in the LDF supporting energy efficiency, micro-generation, adaptation and large-scale renewable proposals in suitable locations within the district.	10/11
Red Tile Farm Community Environment Fund	Community fund to encourage environmental improvements within Warboys and neighbouring parishes	10/11 – 12/13
Glass Moor Community Environment Fund	Community fund run jointly with Fenland District Council to encourage environmental improvements within a 5-mile radius	10/11 – 12/13
Cambridgeshire 'Travel 4 Work' partnership	Encourage uptake of the scheme amongst businesses in the district	10/11 – 12/13
Solar powered bus shelters	To extend solar lighting to 10 more bus shelters	10/11
Integrated ticketing at St Ives bus station	Integrated ticketing machine will be installed at St Ives Bus Station which will enable bus users to buy a single ticket from St Ives to anywhere on the national rail network, increasing convenience and ease of travel	10/11
Quality Bus Partnership progress	The Local Transport Plan (3) is currently in development, and will encourage the establishment of a partnership for Huntingdonshire	10/11 – 12/13

Using resources efficiently at Huntingdonshire District Council

Projects	Description	Delivery Year
County wide sustainable procurement group	To explore the development of a sustainable procurement framework for Cambridgeshire	10/11 – 11/12
Sustainable procurement using E-market place	Purchasing system which allows some control over the specification of the products purchased.	10/11 – 12/13
Green Force Staff Scheme	To ensure all employees are aware of the Council's environment policy and to encourage good practice in all our purchasing	10/11 – 12/13
Climate East Local Government Supplier Audit	Carbon foot printing of all Local Authority suppliers in the East of England	10/11 – 11/12
Framework to achieve accreditation to Environmental Management System	Undertake the necessary steps to gain formal EMS accreditation	11/12 – 12/13
Environmental Performance Assessment of HDC buildings	Audit all Council sites to assess areas where water savings can be made, and upgrade of facilities where necessary	10/11
Recycling bin system	Introduction of dry recycling bins at all suitable office locations	10/11 – 12/13


Using resources efficiently in Huntingdonshire


Projects	Description	Delivery year
Eco-schools recruitment project	Series of publicity and events to encourage local schools to join the Eco-schools scheme	10/11 – 12/13
Huntingdonshire Nursery project	Returning a disused nursery to productive use, and providing locally-sourced trees and bedding plants	10/11 – 12/13
Environmental Business Pledge	Increased promotion of a business advice scheme to encourage local businesses to deliver environmental efficiency measures	10/11
Local Development Framework (LDF)	Wherever possible, require new dwellings to be built on previously-developed land	10/11 – 12/13
Local Development Framework (LDF)	Wherever possible require all new employment floor space to be located on previously-developed land	10/11 – 12/13
Greenhart Grove Monitoring	New build properties are of the highest efficiency possible in terms of water usage, to be monitored to demonstrate how the owners of the homes can comfortably consume no more than 80 litres per day each	10/11 – 11/12
Green House Project	Detailed monitoring of two properties fitted with energy and water efficiency measures, demonstrating how typical housing stock can be made more energy and water efficient	10/11 – 12/13
Water Cycle Strategy	Implementation of the strategy designed to provide a sustainable approach to the provision of water services in the face of increasing demands from households, agriculture, industry and a changing climate	10/11 – 12/13
Love Food Hate Waste	Encouraging local community to groups to host Love Food Hate Waste workshops, with the provision of a small grant to buy promotional materials	10/11
'Wear it, love it, share it' campaign	In partnership with RECAP (Recycling Cambridgeshire and Peterborough), local charities and charity shops will be offered the chance to run a stall at a local venue, encouraging the reuse of clothes.	10/11
Bring bank refurbishment scheme	To investigate the feasibility of offering a standardised bring bank system across Cambridgeshire, taking material that cannot be collected in the kerbside recycling service, e.g., books and clothes	10/11 – 11/12
Schools paper and card recycling scheme	Working with 'Resource Futures' to encourage reuse and recycling of paper and card in the classroom	10/11
Trade Waste Recycling Service	Provision of a trade recycling service under investigation in partnership with other local authorities in Cambridgeshire	10/11 – 12/13

Protecting & Improving the environment of Huntingdonshire

Projects	Description	Delivery year
Audit of potentially contaminated sites	Continue the investigation of sites identified as contaminated land priority, to determine whether they pose a significant risk to human health	10/11 -12/13
Landscape-scale restoration projects	The Great Fen Project and the Paxton Pits Extension Project	10/11 – 12/13
Greenhouse Project – Green Roof and wildlife gardens	Demonstrating and encouraging small scale actions to improve biodiversity	10/11 – 11/12
Huntingdonshire Nursery Project	Returning a disused nursery to productive use, and providing locally-sourced trees and bedding plants	10/11 – 12/13
Character statements	Production of character statements for all conservation areas in the district	Ongoing
St Ives Town Centre Improvement Project	Refurbishment of the floorscape and townscape of St Ives town centre	10/11
Litter-free market towns	Promotional campaign to make all market towns in the district litter-free zones, and use of street scene rangers to target fast food outlets with litter problems & encourage the recycling of packaging	10/11
River Care Project	Working in conjunction with the Environment Agency to regularly clean up town centre river locations in the district	10/11
Graffiti prevention & clean-up	Street rangers linking with Luminus Street wardens and working with community groups to report and help clean up graffiti	10/11

 Projects that tackle climate change

 Projects that use resources efficiently

 Projects that protect & improve the environment

OVERVIEW & SCRUTINY
SOCIAL WELL-BEING
ECONOMIC WELL-BEING
ENVIRONMENTAL WELL-BEING

7TH December 2010
7TH December 2010
9TH December 2010

PERFORMANCE MANAGEMENT **(Report by the Head of People, Performance & Partnerships)**

1. INTRODUCTION

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

2. BACKGROUND INFORMATION

- 2.1 The Council’s Corporate Plan includes short, medium and long term objectives to help achieve aims and ambitions for Huntingdonshire’s communities and the Council itself. In addition the Council identified eight of these objectives which were considered as priorities for the immediate future.

3. PERFORMANCE MANAGEMENT

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

3.5 The priority objectives have been allocated between Panels as follows:

SOCIAL WELL-BEING	ENVIRONMENTAL WELL-BEING	ECONOMIC WELL-BEING
To enable the provision of affordable housing	To help mitigate and adapt to climate change	Effective Partnership
To achieve a low level of homelessness	To promote development opportunities in and around the market towns	To be an employer people want to work for
To promote active lifestyles		Maximise business and income opportunities including external funding and grants

4. PERFORMANCE MONITORING

4.1 The following performance data is appended for consideration:

Annex A - Performance data from services which contribute to the Council objectives. For each measure there is a target, actual performance against target, forecast performance for the next period, an indicator showing the direction of travel compared with the previous quarter and a comments field. The data is colour coded as follows:

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

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

5. DATA QUALITY

5.1 The appropriate Heads of Service have confirmed the accuracy of the data in the attached report and that its compilation is in accordance with the appropriate Divisions’ data measure templates. Acknowledging the importance of performance management data, a system of spot checks has been introduced to give further assurance on its accuracy.

6. RECOMMENDATION

6.1 Members are recommended to;

Consider the results of performance for priority objectives.

BACKGROUND INFORMATION

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

Growing Success: Corporate Plan

Contact Officer: Howard Thackray, Policy & Research Manager
☎ 01480 388035

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Community/Council Aim: A Clean, Green and Attractive Place			
Objective: To help mitigate and adapt to climate change			
Division: Environmental Management			
Divisional Objective: Adapting to climate change			
Key Activity(s) only to deliver service objective: Key Measure:		Target:	Actual: Forecast: DoT*: Comment:
We will undertake: risk based assessment of vulnerabilities to weather and climate, identify priority risks for services & effective adaptive responses, incorporate responses into council strategies and operations	Are we on target to achieve level 2 by March 2011? (1=Yes, 0 = No)	1	1 (G) ↔ Risks associated with adapting to climate change are now included within the councils risk register (which is the main requirement for achieving level 2 of National Indicator 188)
Divisional Objective: Increase energy efficiency & encourage renewable energy			
Key Activity(s) only to deliver service objective: Key Measure:		Target:	Actual: Forecast: DoT*: Comment:
05 Schemes and promotions include, Eastern CRI, Anglian Go Warm, PHIS and CO2Y Homes	Number of energy efficiency and renewable energy measures carried out as a result of HDC schemes and promotions, cumulative qrt target	34	29 (A) ↑ 29 measures installed to increase energy efficiency which will realise a saving of 48.8 tonnes of carbon dioxide A major campaign to promote installation will be run during energy efficiency week and through the Green Houses.
Division: Planning			
Divisional Objective: To encourage sustainable forms of development			
Key Activity(s) only to deliver service objective: Key Measure:		Target:	Actual: Forecast: DoT*: Comment:
Deliver sustainable policy in accord with Local Development Scheme 2010. Development management DPD July 2011. Planning Proposals DPD Dec 2012. Huntingdon West AAP Jan 2011. Gypsy and Traveller Sites DPD April 2013. St Neots Town Centre DPD June 2013.	Is adoption of DPD documents consistent with the approved Local Development Scheme? (1=Yes, 0=No)	1	1 (G) ↔

* Direction of Travel - shows change in performance since last quarter, where applicable

Community/Council Aim: Developing communities sustainably				
Objective: To promote development opportunities in and around the market towns				
Division: People, Performance & Partnerships				
Divisional Objective: To promote development opportunities in and around the market towns				
Key Activity(s) only to deliver service objective: Key Measure:				
Deliver LES Physical Infrastructure Development activities in the Sustainable Economic Development service plan	% of Physical Infrastructure Development activities on track	90	100 (G)	Target: Actual: Forecast: DoT*: Comment: St Ives Enterprise centre opens in October and Ramsey Enterprise Centre work continues with developers.
Division: Planning				
Divisional Objective: To promote development opportunities in and around the market towns				
Key Activity(s) only to deliver service objective: Key Measure:				
To promote development opportunities in and around Market Towns by allocating land in accordance with the direction of growth, determining planning applications in a timely fashion and bidding for land to enable development	Is adoption of DPD documents consistent with the approved Local Development Scheme? (1=Yes, 0=No) Successful delivery of agreed spending plan of housing growth fund? (1=Yes, 0=No)	1 1	1 (G)	Target: Actual: Forecast: DoT*: Comment: ↔ Annual measure, data to follow
				YRL

* Direction of Travel - shows change in performance since last quarter, where applicable

<p>Objective To help to mitigate and adapt to climate change</p>	<p>Achievements:</p> <p>Comments from appropriate Head of Service Environmental Management: Delivery of various energy efficient lighting schemes ongoing for internal and external clients. Bus shelter solar LED lighting scheme completed. Leisure Centre roofing/insulation schemes completed (Ivo in particular likely to provide significant energy savings). Caxton Road St Ives Enterprise Centre completed: This low carbon building feature a wide range of sustainability, energy efficiency and renewables measures. Both Greenhouse Project properties achieved Sustainable Energy Academy Superhomes status (i.e. achieved carbon reduction of over 60%). BRE have indicated that St Ives property may be as high as 73% C reduction. Planning: It is anticipated that we will need to be dealing with several wind farm proposals during the next quarter.</p>
<p>To promote development opportunities in and around the market towns</p>	<p>Issues or actions for next quarter:</p> <p>Environmental Management: Greenhouse Project launch and wide range of supplier/trade, community, member events.</p> <p>Risks:</p> <p>Environmental Management: Risk management approach for climate change activities not fully developed. Loss of climate change officer reduces focus on climate related impacts to the organisation.</p> <p>Achievements:</p> <p>People, Performance & Partnerships: The St Ives Enterprise Centre has opened. Marketing activities are being undertaken and have already resulted in a good level of interest. Planning: Planning policy preparation is continuing, although due to the current degree of uncertainty regarding the national policy position, we have slowed down work on our emerging Development Plan documents (including specifically the Gypsy and Traveller DPD) and instead focussed on bringing forward the preparation of our targeted local development guidance i.e. the St Neots Urban Extension Masterplan and the associated new Town Centre Plan.</p> <p>Issues or actions for next quarter:</p> <p>Planning: It is anticipated that we will need to be dealing with several major retail proposals during the next quarter.</p> <p>Risks:</p> <p>People, Performance & Partnerships: Cut in LPSA funding has meant some Huntingdonshire projects are now unable to go ahead further funding will need to be found to support these strategic projects e.g. Ramsey Enterprise Centre</p>

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OVERVIEW AND SCRUTINY PANELS
(SOCIAL WELL-BEING)
(ENVIRONMENTAL WELL-BEING)
(ECONOMIC WELL-BEING)

7TH DECEMBER 2010
7TH DECEMBER 2010
9TH DECEMBER 2010

WORK PLAN STUDIES
(Report by the Head of Democratic and Central Services)

1. INTRODUCTION

- 1.1 The purpose of this report is to allow Members of the Panel to review their programme of studies and to be informed of studies being undertaken by the other Overview and Scrutiny Panels.

2. STUDIES

- 2.1 The Council has a duty to improve the social, environmental and economic well-being of the District. This gives the Overview and Scrutiny Panels a wide remit to examine any issues that affect the District by conducting in-depth studies.
- 2.2 Studies are allocated according to the Council's service areas which have been identified as follows:-

Social Well-Being

Housing
Community
Leisure Centres
Operations (part)
Democratic and Central Services (part)
People, Performance and Partnerships (part)

Environmental Well-Being

Environmental and Technical Services
Planning Services
Environmental Health
Operations (part)

Economic Well-Being

Information Management
Finance
Customer Service and Call Centres
Revenues
Democratic and Central Services (part)
Law, Property and Governance
People, Performance and Partnerships (part)
HQ/Accommodation

- 2.3 Details of ongoing studies are set out in the attached Appendix.

2.4 Members are reminded that if they have a specific interest in any study area which is not being considered by their Panel there are opportunities for involvement in all the studies being undertaken.

3. RECOMMENDATION

3.1 The Panel is requested to note the progress of the studies selected.

BACKGROUND DOCUMENTS

Minutes and Reports from previous meetings of the Overview and Scrutiny Panels.

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

**Mrs J Walker, Trainee Democratic Services Officer
01480 387049**

**Mrs C Bulman, Democratic Services Officer
01480 388234**

ONGOING STUDIES

STUDY	OBJECTIVES	PANEL	STATUS	TYPE
Car Parking at Hinchingbrooke Hospital	To investigate the causes of public complaints regarding the provision of parking facilities at the Hospital.	Social Well-Being	Six month review of new pricing structure to be conducted with the Hospital in December.	Whole Panel Study
Visitor Development & Town Centre Vibrancy	To consider issues relating to Visitor Development & Town Centre Vibrancy.	Economic Well-Being	Further information requested on the cost of the tourism service and the benefits it brings to both the Council and to the District.	Whole Panel Study
Consultation Processes	To review the Council's current consultation processes with a view to determining whether the approach taken to consultation is suitable and consistent across the authority.	Social Well-Being	Panel has begun to scope this study. Report to be considered at Panel's December meeting. The Policy and Strategic Services Manager will be in attendance at the meeting.	Whole Panel Study
Gypsy & Traveller Welfare	To be determined pending receipt of background information on existing gypsy and traveller sites already established within the District.	Social Well-Being	Report requested for submission to a future meeting. Following consultation with the Chairman, agreed that the report would be deferred until further notice.	To be determined.

Health Implications of the Night Time Economy	To follow up the previous study undertaken by the former Overview and Scrutiny (Service Support)	Economic Well-Being	Further information requested with regards to the rate of alcohol-specific hospital admissions for under 18s and the availability of any available qualitative data on alcohol consumption in rural areas. Alcohol Harm Reduction Co-ordinator asked to attend a future meeting to discuss the Alcohol Harm Reduction Strategy.	Whole Panel Study
Planning Conservation	To consider & evaluate the role of the Council's Planning Conservation Team in the preservation of Huntingdonshire's built heritage with particular reference to conservation areas and listed buildings.	Environmental Well-Being	Working Group meetings held on 29 th July, 5 th August, 2 nd September, 7 th and 22 nd October, 11 th and 18 th November 2010.	Working Group.
Leisure Centre Financial Performance and Employment Structure	To review the overall financial performance and monitoring arrangements. To consider the current Employment Structure.	Economic Well-Being	Requested further information for submission to future meeting.	Whole Panel Study.
CCTV Provision within the District	To review the impact of the Council's proposal to cease the CCTV service with effect from April 2010.	Social Well-Being	The views of the Police and the Huntingdonshire Community Safety Partnership have been sought on the impact of the Council's proposals. A report to this effect will be submitted to the Panel's	Whole Panel Study.

				December meeting.	
Proposals to replace EEDA with LEPs.	To establish the implications of these proposals.	Economic Well-Being		Presentation to be given to December meeting.	To be determined.
A14 improvements.	To review the implications to the local economy of the decision not to proceed with the A14 improvements.	Economic Well-Being		Report requested for submission to a future meeting,	To be determined,
The Use of Consultants	To review the criteria used in the appointment of consultants and assess the cost and value gained from using them.	Economic Well-Being		Working Group established. First meeting to be held on 30 th November 2010. Discussion to be conducted at Panel meeting with Head of Law, Property & Governance, Head of Planning Services and Executive Councillor for Planning Strategy & Transportation.	Working Group.
The Financial Implications of the Council's Future Housing Responsibilities.	To be determined.	Economic Well-Being		Councillor M F Shellens to discuss with Chairman the possible terms of the study.	To be determined.
Tree Strategy	To form a strategy in conjunction with the Tree Officers for the retention and planting of trees.	Environmental Well-Being		Working Group meetings on 5 th and 24 th November 2010.	Working Group.

POSSIBLE FUTURE STUDIES

<p>The Employees Performance Development Review Process</p>	<p>To review the current process.</p>	<p>Economic Well-Being</p>	<p>Outcome of Officer Review to be reported to the Panel when this is concluded. Work is expected to conclude in February 2011.</p>	<p>To be determined.</p>
<p>Land Use for Agricultural Purpose in the context of planning policies and its contribution to the local economy.</p>	<p>To review the lack of promotion and protection of land for this purpose.</p>	<p>Environmental Well-Being</p>	<p>Not being pursued as a study at the current time.</p>	<p>To be determined.</p>
<p>Rural Transport</p>	<p>To review the lack of transportation in rural areas.</p>	<p>Environmental Well-Being</p>	<p>Not being pursued as a study at the current time.</p>	<p>To be determined.</p>

Panel Date	Decision	Action	Response	Date
<p>13/01/09</p> <p>09/02/10</p>	<p><u>Heavy Goods Vehicle Parking In The District</u> The outcome of discussions of the first meeting of the three county group to be reported.</p> <p>The Panel requested an update on the situation with regards to HCVs parking in the District.</p>	<p>The Transportation Team Leader updated the Panel on the current situation.</p>	<p>The County Council are developing a County advisory route network for HCVs, which they will be consulting the District Council on.</p> <p>The Executive Councillor for Planning Strategy and Transport has responded on behalf of the Council to the HCV Advisory Route Network Public Consultation.</p> <p>No further formal consultation has been received from the County Council.</p>	
<p>08/07/08</p> <p>7/12/10</p>	<p><u>Petition By St Audrey Lane Area Residents, St Ives</u> Representatives from Anglian Water in attendance at the Panel's July meeting. Requested that an update be provided in 6 months time and that residents be informed of the outcome of their investigations.</p> <p>The first meeting of the Local Drainage Liaison Group was held on 1st November 2010.</p>	<p>Email requesting update sent</p> <p>A further meeting of the Local Drainage Liaison Group will be arranged in due course.</p>	<p>CCTV survey of St Audrey Lane and Pig Lane Surface Water sewer completed. Funding now available to Jet Sewer – will be carried out shortly.</p>	

Panel Date	Decision	Action	Response	Date
13/07/10	<p><u>Cycling In Huntingdonshire</u> An update was requested from the Transport Team Leader.</p>		<p>Hunts AJC considered the Perry proposals at their meeting on 11th October 2010. They endorsed the development of Option 1 and further development work is now taking place, including negotiations with both Anglian Water and the Sailing Club. Subject to the satisfactory conclusion of those negotiations, it is planned that the scheme will be implemented during Spring 2011.</p>	
14/09/10	<p>An update was requested from the Transport Team Leader.</p> <p>The Vice-Chairman undertook to make enquiries with the County Council regarding the audit trail for Section 106 contributions generated from development in Huntingdonshire.</p>	<p>Discussions have been held with the Executive Councillor for Planning Strategy and Transport regarding the wider review which was scheduled for completion by December 2010. Given the ongoing consultation by the Council on budget spending and the possible cuts in the overall transport related budget, it has been considered unwise to consult with District and County Members on schemes at this time as this would exacerbate the unlikelihood of current schemes being delivered as well as any of those to be added, and raises Member and public expectation to an unnecessary degree with presently little hope of delivery. It was felt that the review should be over a longer timeframe when there is more certainty regarding likely funding.</p>	<p>At the same AJC meeting, the Committee were acquainted with the current proposals for the next phase of the cycling programme for Yaxley and Farcet which includes the provision of a first-time off-road pedestrian and cycle route between the two villages. The Committee endorsed further development, including the need to secure third party land to deliver the scheme. It is hoped that the scheme will be delivered, subject to the completion of all required negotiations, during 2011/12 using a combination of S.106 and Capital funds.</p>	

Panel Date	Decision	Action	Response	Date
19/05/10	<u>Corporate Plan – Growing Success</u> Councillors P M D Godfrey and D Harty appointed to the Corporate Plan Working Group.	Quarterly reports submitted to all Overview & Scrutiny Panels.		
19/05/10	<u>Local Area Agreements</u> Councillor P M D Godfrey appointed to Joint Accountability Committee. Substitute Members to be appointed in consultation with the Head of Democratic and Central Services.			
7/12/10	Making Cambridgeshire Count was due to be considered at the meeting of the Joint Accountability Committee meeting held on 29 th November 2010.			
13/07/2010	<u>Great Fen Project</u> The Panel attended a tour of the Great Fen.		The Director of Environmental and Community Services advised Members that updates on the progress of the project would be presented to the Panel at 6 monthly intervals.	11/01/11
12/01/10	<u>Forward Plan</u> Site Options Planning Proposals Development Plan Document			TBC
13/07/10	Environment Strategy Review			December
13/07/10	Local Transport Plan			February

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Decision Digest

Edition 109

Monthly summary of the decisions taken at meetings of the Council, Cabinet, Overview & Scrutiny and other Panels for the period 1st to 30th November 2010.

HOMELESSNESS STRATEGY: CONSULTATION DRAFT

The Overview and Scrutiny Panel (Social Well-Being) has considered the Council's draft Homelessness Strategy, which was reviewed under the provisions of the Homelessness Act 2002. Homelessness is of growing concern for the Council and increases in financial and resource pressures and changes prompted by the Government to the Council's housing benefit system will further add to the increasing levels of demand for housing advice and homelessness within the District.

A number of preventative measures have contributed towards the homelessness reductions achieved by the Council, the most successful of these measures is the Rent Deposit/Rent In Advance Scheme.

Concern was registered at the need to identify funding and resources for a number of actions contained within the Strategy, owing to the fact that funding from the Government's Homelessness Prevention Budget might not continue beyond 2010/11. The challenge to identify resources will continue to remain, particularly when considering the Government's Comprehensive Spending Review announcement and the Council's future budget process and efficiency programme. Other matters

that were discussed included the types of accommodation available, migrant workers and the factors that constrain the Council from using exception sites within the District.

The Cabinet has subsequently noted the concerns of the Panel and approved the contents of the Strategy for publication.

CAMBRIDGESHIRE LOCAL INVESTMENT PLAN

The Overview and Scrutiny Panel (Social Well-Being) has considered the Cambridgeshire Local Investment Plan (CLIP) which is currently subject to consultation. The Plan intends to facilitate the delivery of investment in a range of housing, infrastructure, regeneration and community activities taking into account locally determined priorities and a number of existing Countywide strategies and plans. The Plan identifies investment needs across Cambridgeshire and will primarily be used as evidence to support bids to draw in external funding to the area.

The establishment of a Local Enterprise Partnerships (LEP) will assist with streamlining the current partnership framework across the County which is considered to be complex. Under the LEP, cross boundary working practices will be adopted. Members have expressed differing views on the extent

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to which the Council should engage in collaboration with other authorities and on the benefits it would bring. The importance of the CLIP in competing for financial resources has been acknowledged by the Panel, particularly as the Homes and Communities Agency has experienced a 50% reduction in funding which was announced in the Government's Comprehensive Spending Review.

The Panel has registered concern at the way upgrades or improvements to the local road network infrastructure have been prioritised. The implications of this for housing and economic growth in the area have also been considered. Particular reference was made to the A14 and the A428.

Discussion has taken place on housing schemes within Huntingdonshire identified for completion between 2010/11 and 2013/14. The Panel has suggested that the data employed by the County Council in respect of population projections for the District should be updated.

Finally, the Panel has requested that a further report be submitted to them on the implications of the CLIP for local housing to include potential shortfalls in the delivery of affordable housing within the District.

Subsequently, the Cabinet has approved the content of the Plan, in doing so they have concurred with the Panel over the importance of upgrading the A14.

MONITORING OF SECTION 106 AGREEMENTS (PLANNING OBLIGATIONS)

The Overview and Scrutiny Panel (Social Well-being) has been updated on the receipt and expenditure by the Council of money negotiated under Section 106 Agreements. The Section 106 Agreement Advisory Group did not concur with the Panel's suggestion to adopt a project plan for each scheme as it was felt that the current arrangements were satisfactory. As the

Panel is still of the view that such a plan would enable more effective monitoring to take place, Councillor P G Mitchell has undertaken to raise the matter at the next Development Management Panel meeting.

PROVISION OF PLAY FACILITIES

The Overview and Scrutiny Panel (Social Well-Being) has noted that the Council spent an estimated £22,300 per year on revenue costs for six skate park facilities located within the District. These costs include weekly inspections, surface painting, other repairs and ROSPA inspections.

PERFORMANCE MANAGEMENT

The outcome of the Cabinet's deliberations in response to the Overview and Scrutiny Panels' report on the Council's performance against its priority objectives was received and noted by the Overview and Scrutiny Panels. The matter concerning external consultants has been referred back to the Corporate Plan Working Group for further review to include the criteria used in the appointment of consultants and an assessment of the cost and value gained from using them.

In considering the content of the report, the Overview & Scrutiny Panel (Economic Well-Being) have agreed that the review of the use of external consultants might best be undertaken by them and have appointed Councillors J D Ablewhite, G S E Thorpe, D M Tysoe, Mr R Hall and Mrs H Roberts to a working group for this purpose.

CAMBRIDGESHIRE ADULTS WELL-BEING AND HEALTH SCRUTINY COMMITTEE

The Overview and Scrutiny Panel (Social Well-Being) has received an update on matters currently being considered by the Cambridgeshire Adults Well-Being and Health Scrutiny Committee which included the Older Peoples' Mental Health Strategy.

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

The Overview and Scrutiny Panel (Social Well-Being) has reviewed its programme of studies. Hinchingsbrooke Hospital is shortly due to commence its review of the revised pricing structure and car park concessions at the Hospital. Clarification on how the Panel will be involved in the review process is being investigated by Officers.

DRAFT BUDGET 2011/12 AND MTP 2012/16

In conjunction with the Cabinet, the Overview and Scrutiny Panel (Economic Well-Being) have examined the draft Budget for 2011/12 and Medium Term Financial Plan (MTP) for the period 2012-16 at its meeting on 11th November 2010. To assist the Panel in their deliberations, all Members of the Council were invited to attend.

Following an extensive discussion, the Panel has made a number of comments for consideration by the Cabinet in the preparation of the Budget for 2011/12. These include the need to consider:-

- weighting the Council's priorities;
- investigations into ways of retaining some services through shared services and job sharing;
- investigations into alternative ways of delivering services rather than completely deleting some services;
- shaping the MTP into a vision;
- concerns regarding cuts in grants to voluntary organisations and in planning enforcement;

- outsourcing;
- the need for a rationale for mothballing CCTV and consultations with the Community Safety Partnership on this service.
- reviewing the proposals for District Wide through a strategic approach to communication with residents;
- comments about the potential to provide Customer Service Centre functions from Leisure Centres;
- retaining front-line services;
- reviewing further back-office functions;
- the need to communicate with Town and Parish Councils at the earliest opportunity;
- the need for investments to be informed by business plans;
- the need for contingency planning and for a rationale to be produced for changes; and
- staggering increases in car parking charges.

The Panel has also received a preliminary response from the Executive Councillor for Finance & Customer Services with regard to the proposals for financial savings presented by the Liberal Democrat Group to the Council meeting on 3rd November 2010.

These conclusions have subsequently been referred to the Cabinet who have recommended to Council that the draft Budget and MTP be approved as a basis for the development of the budget

for 2011/2016 and the MTP for 2012/2016. Whilst considering the options for the determination of levels of council tax for 2011/2012, the Cabinet has been mindful of the Government's incentive of a 2.5% grant for councils that decide to freeze their council tax for the coming financial year. Having referred also to the current economic climate and the impact on local residents, the Cabinet has recommended to Council that no provision be made for an increase in Council Tax for 2011/12.

TREASURY MANAGEMENT – REVIEW OF PERFORMANCE

Having been reminded of the background to the introduction of enhanced arrangements for overseeing the management of the Council's financial investigations and borrowing, the Overview & Scrutiny Panel (Economic Well-Being) has reviewed the performance of the Council's Investments for the period 1st April to 30th September 2010.

The Panel has noted that the latest forecast outturn had predicted an increase in investment income and the reasons for this. The Panel has also noted recent changes to the definition used for fixed and variable rate investments and the need to change the borrowing limits in order to maximise the flexibility to react to changes in interest rates.

Attention having been drawn to the recent decision to invest with the Cambridge Building Society which had enabled the Council to achieve a higher rate of return compared with other Building Societies, the Panel has discussed the risks associated with such investments. Having done so, the Panel has recommended that the Council should be invited to note the contents of the report.

Subsequently, the Cabinet has approved the contents of the report.

DEVELOPMENT APPLICATIONS

Fifteen applications were considered by the Development Management Panel in November. Of interest generally will be the Panel's decision to refuse an application for a new Lidl Neighbourhood Foodstore on Stukeley Road, Huntingdon principally because the applicant had failed to demonstrate why the store could not be located in the town centre or not have an adverse impact on planning retail development in the town. However, it was also considered that the siting, design, layout and landscaping of the proposal did not represent the high quality scheme which would be desirable in the area.

The Head of Planning Services was authorised to approve, following a contaminated land risk assessment, an application for a new purpose built scout and guides centre on land between Weston Farm, Great Drove and Mere View, Yaxley. The land is currently owned by Yaxley Parish Council.

The Panel also has indicated its support for an application which will involve the relocation of Rushton's Engineering Co from their existing site on Brampton Road, Huntingdon to two purpose built factory units on land at Fenton Road, Warboys. A proposed S106 obligation will ensure that RECO is the first occupier of the new site and secure the cessation of the use of the existing site in Huntingdon. As this application is a proposed departure from the Development Plan, it will be considered by Council on 15th December.

S106 AGREEMENT ADVISORY GROUP

The Development Management Panel has appointed Councillor P L E Bucknell to replace Councillor Mrs B E Boddington in the Membership of the

S106 Advisory Group. In thanking Councillor Mrs Boddington for her contribution to the Group, the Panel acknowledged that it was her duties as Vice-Chairman of the Council that had prevented Councillor Mrs Boddington from attending meetings of late.

DEVELOPMENT MANAGEMENT PROGRESS REPORT: 1ST JULY - 30TH SEPTEMBER 2010

Having commented previously about the disappointing level of income received from planning fees against budget in the previous quarter, the Development Management Panel were pleased to note that the number of applications submitted in the quarter 1st July - 30th September had improved over the corresponding period in 2009 which had, in turn, resulted in a consequential increase in income. It was suggested that the ongoing trend appeared to be a rise in the workload for the Development Management Division.

GREENHOUSE PROJECT

Having had a tour of the two properties in St. Ives and St. Neots modernised by the Council as part of the "Greenhouse Project". The Overview and Scrutiny (Environmental Well-Being) Panel has stated that the cost savings associated with the energy saving measures should be widely publicised to householders alongside the reduction in carbon emissions. With regard to the staffing implications of having the houses manned while they are open to the public, Members have been advised that it will be possible for officers to work from the houses due to the availability of wi-fi.

ABANDONED SHOPPING TROLLEYS

The Overview and Scrutiny (Environmental Well-Being) Panel has been advised that at the previous meeting of the Huntingdon Neighbourhood Forum complaints had been raised by members of the public about the number of shopping trolleys being abandoned by customers at town centre shops. Members have been informed of the powers available to the Council if Section 99 of the Environmental Protection Act 1990 is adopted which would enable the Council to collect shopping trolleys that appear to have been abandoned and store them for up to six months. If a trolley is not claimed within this time, it can be sold or disposed of by the Council. If a trolley is seized, the owners have to be served with a notice within 14 days stating that it has been removed, where it is being stored and, if it is un-claimed, that the Council will dispose of it. The cost of seizing, storing and returning a trolley can be recovered by the Council from the owner of the trolley if the company ask for its return. With regard to the possibility of adopting Section 99 of the Environmental Protection Act 1990, the Panel has been advised that the Council has limited storage facilities for any trolleys that are collected and that the low number of complaints together with the co-operation of supermarket owners makes such a venture unnecessary.

ST. NEOTS EAST URBAN DESIGN FRAMEWORK

The Overview and Scrutiny (Environmental Well-Being) Panel has considered a report on development opportunities for land east of the railway line, St. Neots. The principal areas of concern were highways and educational provision. In view of the separation from the rest of the town by the East Coast main rail line, the Panel

has acknowledged that, without careful planning, there is a danger of a separate community developing which is not integrated with the remainder of the town. The Panel has accepted that the idea of a third secondary school in St. Neots located within the Eastern expansion might exacerbate the sense of a separate identity and therefore have not supported the recommendation of the Development Management Panel in that respect. The Panel has suggested that an adequate financial contribution be secured from developers to ensure that the existing secondary education establishments in St. Neots could be expanded to meet the anticipated increase in pupil numbers. With regard to primary education, the Panel has been advised that the County Council have sought a minimum of three new schools as part of the development as there is under-capacity west of the rail line in existing establishments. The land use plan suggested an allocation of land for two new schools in addition to the existing primary school already provided as part of the Loves Farm Development. However, the Panel has queried whether it is sufficient for a projected development of 5,000 homes. The Panel has also queried the proposed distribution of sites for primary schools within the eastern expansion with those houses in the north-eastern sector of the new development being some distance from the primary school proposed. The Panel have also commented on the highway provision and particularly the uncertainty over improvements to the A428 before the development takes place, with the new development creating greater pressure on the already congested A428. The Panel is also keen to ensure that there is sufficient vehicular links in addition to those proposed for cyclists and walkers as a failure to do so could lead to unacceptable congestion on those which currently exist via Cambridge Street via the A428.

These conclusions have subsequently been referred to the Cabinet who have

approved the document as Planning Policy.

PLANNING FOR SCHOOLS DEVELOPMENT CONSULTATION

Councillor P J Downes has addressed the Overview and Scrutiny (Environmental Well-Being) Panel on a recently published planning for schools development consultation exercise which has invited views on the Government's proposals to make changes to the general permitted development order to give permitted development rights for a change of use for a school development. The purpose of the proposals is to support the Department for Education's policy on new "free schools" but Councillor Downes has raised a concern that the proposed absence of any requirement for planning permission will prevent any local objection to the opening of the new school, dispense with the requirement for a traffic impact assessment and remove any democratic involvement in the process. Under the circumstances it has been decided that an ad-hoc working group be set up to include Councillor Downes, Councillor P G Mitchell as Chairman of the Development Management Panel and Councillor D B Dew as Executive Councillor for Planning Strategy and Transport to draft a response to the consultation for consideration at the next meeting of the Panel prior to the closing date for comment of 10th December 2010.

RECOMMENDATIONS ARISING FROM THE EMPLOYEE LIAISON ADVISORY GROUP

The Employment Panel has considered a request from Employee Side representatives to extend the period during which employees may apply for the Voluntary Release Scheme until the Council's Budget has been determined in February 2011. However, the Panel has concluded that it would not be practical or equitable to extend this stage of the scheme.

The Panel has also been acquainted with discussions which had taken place at a recent meeting arranged for all staff by Employee Side and Trade Union representatives on the Council's draft Budget and the implications for employees.

CHANGES TO THE EMPLOYEE LIAISON ADVISORY GROUP

The Employment Panel has been acquainted with the outcome of the review by the Democratic Structure Working Group on the operation of the Employment Panel and its related structures, which had been endorsed by the Council at their meeting in September 2010.

Although the Council had made no changes to the operation of the Employment Panel, the Panel has noted the changes which had been made to the membership and operation of the Employee Liaison Advisory Group (ELAG). Consequently the Panel has appointed Councillors J W Davies, Mrs P A Jordan, P A Swales and T V Rogers to serve on the Group for the remainder of the municipal year.

The Panel has also endorsed minor changes to the Group's Terms of Reference. The changes relate to the size of the quorum and also will enable attendance at the Group of Trade Union representatives on an advisory or consultative basis if required.

VOLUNTARY REDUNDANCY SCHEME

The Employment Panel has received an update on the roll-out of the Voluntary Release Scheme across the Council and noted that the first stage has now concluded. Three applications had been received and considered by the Employee Selection Panel.

The Panel has been advised of progress with the second stage, noted that there were 6 weeks remaining and received details of the guidance and support which was being given to Managers and employees by HR Services.

The Panel also has been updated on the ongoing review of pay, the pay structure and allowances, which would form the basis of discussions with employees in due course.

DISABILITY AT WORK POLICY

To comply with the 2010 Equality Act and reflect best practice, the Employment Panel has adopted a policy for disability at work. The Policy is intended that disabled employees are supported at work, that there is no unfair discrimination or harassment of them on the grounds of disability. It also provides managers and employees with guidance on a range of reasonable adjustments that the Council can provide to disabled employees to support them in the workplace.

EQUAL OPPORTUNITIES EMPLOYMENT MONITORING

Having noted that the 2010 Equality Act requires the Council to publish information relating to the characteristics of its employees, the Employment Panel has received and noted the results of the equal opportunities monitoring of its workforce over the period 1st April 2009 to 31st March 2010.

In reviewing the statistics, the Panel has observed several issues which reflect well on the organisation and suggest that there is no evidence of discrimination within the Council. The Panel has also noted that further reports will be produced as required under the Act, Regulations and Codes of Practice and that every effort would

be made to ensure that they provide a cost benefit.

STATEMENT OF LICENSING POLICY

Having considered the contents of a revised Statement of Licensing Policy under the Licensing Act 2003, the Cabinet has recommended its approval to Council. The statement has been updated to take into account the latest regulations and guidance issued by the Secretary of State for Culture, Media and Sport.

LAND AT MILL ROAD, EATON SOCON

The Cabinet has approved in principle the sale of Council owned land at Mill Road, Eaton Socon to an adjoining landowner for the development of a residential scheme. The transaction will include the developer providing replacement facilities for an existing scout headquarters that currently occupies the land.

EMPLOYEE SELECTION PANEL – APPLICATIONS FOR VOLUNTARY RELEASE

In accordance with the Officer Employment Procedure Rules, the Cabinet has confirmed that there are no material objections to the recommendations of the Employee Selection Panel regarding applications for voluntary release from senior managers under stage 1 of the voluntary release scheme.