

A meeting of the **CABINET** will be held in the **CIVIC SUITE 1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **THURSDAY, 22 MARCH 2012** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

## **APOLOGIES**

  
**Contact**  
**(01480)**

**1. MINUTES (Pages 1 - 6)**

To approve as a correct record the Minutes of the meetings of the Cabinet held on 16<sup>th</sup> and 28<sup>th</sup> February 2012.

**Mrs H J Taylor**  
**388008**

**2. MEMBERS' INTERESTS**

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

**3. CAMBRIDGESHIRE RENEWABLES INFRASTRUCTURE FRAMEWORK (CRIF) AND CAMBRIDGESHIRE COMMUNITY ENERGY FUND (CEF) (Pages 7 - 22)**

To consider a joint report by the Heads of Environmental Management and of Planning on progress of the Cambridgeshire Renewables Infrastructure Framework (CRIF) and the Cambridgeshire Community Energy Fund (CEF).

**P Jose**  
**388332**  
**P Bland**  
**388430**

**4. GREATER CAMBRIDGE - GREATER PETERBOROUGH LOCAL ENTERPRISE PARTNERSHIP: INCORPORATION AS A COMPANY LIMITED BY GUARANTEE (Pages 23 - 24)**

To consider a report by the Managing Director (Communities, Partnerships and Projects).

**M Sharp**  
**388300**

**5. BUSINESS IMPROVEMENT DISTRICT - HUNTINGDON (Pages 25 - 28)**

To consider a report by the Economic Development Manager on the development of a business improvement district for Huntingdon.

**S Bedlow**  
**387096**

**6. EXCLUSION OF PRESS AND PUBLIC**

To resolve:-

that the public be excluded from the meeting because the business to be transacted contains exempt

information relating to the financial or business affairs of any particular person (including the authority holding that information).

**7. LOCATION OF THE CALL CENTRE** (Pages 29 - 36)

To consider a report by the Managing Director, Communities, Partnerships and Projects on options for the future of the call centre.

**Ms J Barber**  
**388105**

Dated this 14 day of March 2012



Head of Paid Service

**Notes**

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

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

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

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

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

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

***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.*

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# Agenda Item 1

## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CABINET held in the The Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Thursday, 16 February 2012.

PRESENT: Councillor J D Ablewhite – Chairman.  
Councillors B S Chapman, J A Gray,  
N J Guyatt, T D Sanderson and D M Tysoe.

### **87. MINUTES**

The Minutes of the meeting of the Cabinet held on 19<sup>th</sup> January 2012 were approved as a correct record and signed by the Chairman.

### **88. MEMBERS' INTERESTS**

No declarations were received.

### **89. BUDGET 2012/13 AND MEDIUM TERM PLAN 2013 TO 2017**

Further to Minute No.11/73 and by way of a report by the Head of Financial Services (a copy of which is appended in the Minute Book) the Cabinet were acquainted with a number of variations to the assumptions made previously for the purpose of preparing the draft Financial Strategy, Medium Term Plan (MTP), the budget and the associated level of Council Tax for 2012/13.

Attention was drawn to the latest government grant figures, Executive Councillors noted that the Formula Grant was as predicted and the proposed New Homes Bonus for 2012/13 was now £1.913m, an increase of £37K on that previously forecasted.

In discussing the contents of the report, Members' attention was drawn to the conclusions reached by the Overview and Scrutiny Panel (Economic Well-Being). In that respect, Members concurred with the Panel that Council Tax levels should be increased by 3.5% in order to meet unavoidable inflation and preserve valued services as far as possible both this year and in the future.

On the subject of funding for the voluntary sector, the Cabinet confirmed that the Overview and Scrutiny Panel (Social Well-Being) would be examining in detail the policies and mechanisms proposed between the sector and the Council given that it falls under their remit.

In noting the Council's level of revenue reserves, including its relativity to other District Councils, Executive Councillors were reminded that the level will be reviewed as part of the Council's financial forecast each September.

The Head of Financial Services drew Members' attention to the Overview and Scrutiny's comment that a saving had not been

included in a section's budget, he explained that the issue related to confusion as to whether a saving had been achieved, rather than to whether the budget had been reduced by the relevant savings target. Furthermore, the final phase of the annual budget process when budgets are disaggregated to a lower level would clarify and resolve such issues.

In response to a question by the Panel as to whether certain corporate budgets should be shown in the unallocated section rather than under the Head of Financial Services in Annex G, the Executive Councillor for Finance undertook to discuss this with the Managing Director (Resources) before responding to the Panel.

Having noted the comments arising from the consultation with the business community on expenditure proposals and in acknowledging the contributions of the Overview and Scrutiny Panel and the work of staff for achieving the budget outcomes, the Cabinet

#### RECOMMENDED

- (a) that the proposed budget, Medium Term Plan and Financial Plan appended to the report now submitted be approved; and
- (b) that an increase of £4.34 (3.5%) in Council Tax, representing a level of £128.51 for a Band D property for 2012/13 be approved.

#### **90. TREASURY MANAGEMENT STRATEGY 2012/13**

By way of a report by the Head of Financial Services (a copy of which is appended in the Minute Book) the Cabinet was invited to consider the contents of the Treasury Management Strategy for 2012/13. The Strategy had been considered by the Overview and Scrutiny Panel (Economic Well-Being) whose comments were relayed to the Cabinet.

Whereupon, it was

#### RESOLVED

that the Council be recommended to approve:-

- the Treasury Management Strategy for 2012/13 as appended to the report now submitted; and
- the Treasury Management Indicators and Prudential Indicators for 2012/13.

#### **91. ROLL FORWARD OF CORE STRATEGY - LOCAL PLAN PROJECT PLAN**

Further to Minute No.11/70, and by way of a report by the Head of Planning Services (a copy of which is appended in the Minute Book), the Cabinet were acquainted with the content of a new Local Development Scheme for Huntingdonshire. The Strategy had been considered by the Overview and Scrutiny Panel (Environmental Well-Being) whose comments were relayed to the Cabinet.

Members were advised that the document outlined the proposed

programme for the production of the Huntingdonshire Local Plan to 2036 and includes key milestones to inform people about opportunities to be involved in the process. The new Scheme had arisen as a result of amendments to the plan-making process in the Localism Act, the draft National Planning Policy Framework and the Local Planning Regulations consultation.

Whereupon, it was

RESOLVED

that the new Local Development Scheme, appended to the report now submitted, be endorsed for publication and commencement on 24<sup>th</sup> February 2012.

**92. EXCLUSION OF THE PUBLIC**

that the press and public be excluded from the meeting because the business to be transacted contains exempt information relating to the financial and business affairs of a particular person (including the authority that holds that information) and to terms proposed in the course of negotiations for the acquisition or disposal of property.

**93. CASTLE HILL HOUSE - FORMER HUNTINGDONSHIRE DISTRICT COUNCIL OFFICES - HIGH STREET, HUNTINGDON**

*(During discussion of this item, the Managing Director (Communities, Partnerships and Projects) left the meeting)*

Further to Minute No 09/37, the Cabinet considered a joint report by the Corporate Team Manager and Facilities & Administration Manager (a copy of which is appended in the Annex to the Minute Book) detailing progress to date in relation to the marketing of Castle Hill House, Huntingdon.

In considering the contents of the report, Members were disappointed that the Overview and Scrutiny Panel (Economic Well-Being) had not been given an opportunity to consider details of an offer received for the former Council offices. Having requested further information on the options available to the Council, the Cabinet

RESOLVED

that the matter be deferred to a special meeting of the Overview and Scrutiny Panel (Economic Well-Being) and of Cabinet to be held on 28<sup>th</sup> February 2012.

Chairman

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## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CABINET held in the the Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Tuesday, 28 February 2012.

PRESENT: Councillor J D Ablewhite – Chairman.  
Councillors B S Chapman, J A Gray,  
T D Sanderson and D M Tysoe.

APOLOGY: An apology for absence from the meeting was submitted on behalf of Councillor N J Guyatt.

IN ATTENDANCE: Councillor T V Rogers

### **94. MEMBERS' INTERESTS**

No declarations were received.

### **95. EXCLUSION OF PUBLIC**

that the press and public be excluded from the meeting because the business to be transacted contains exempt information relating to the financial and business affairs of a particular person (including the authority that holds that information) and to terms proposed in the course of negotiations for the acquisition or disposal of property.

### **96. CASTLE HILL HOUSE - FORMER HUNTINGDONSHIRE DISTRICT COUNCIL OFFICES, HIGH STREET, HUNTINGDON**

Further to Minute No 11/93 and having observed the earlier meeting of the Overview and Scrutiny Panel (Economic Well-Bell), the Cabinet considered a report by the Managing Director (Resources) (a copy of which is appended in the Annex to the Minute Book) outlining a range of options for the future of Castle Hill House, Huntingdon.

Having considered details of an offer received for the building, the potential to market for residential use, development options for an area of land east of the property and the marketing methods employed by the Agent, the Cabinet

RESOLVED

- (a) that the Managing Director (Resources) be requested to instruct the Council's Agents to contact the potential purchaser referred to in the report now submitted and to advise them that an offer of £625,000 for Castle Hill House would be acceptable but that this excludes the hardstanding hatched area shown in Annex A of the report;

- (b) that the Council's Agents be advised to continue to market Castle Hill House with a view to attracting potential interest locally and from outside the area; and
- (c) that the Managing Director (Resources) be requested to instruct another agent to market the property as a residential dwelling.

**97. OFFICER EMPLOYMENT PROCEDURE RULES**

*(The Chairman announced that he proposed to admit the following urgent item in accordance with Section 100B (4) of the Local Government Act 1972 given the need to deal with outstanding personnel issues)*

Having been acquainted with the requirements of paragraph 4(e) of the Officer Employment Procedure Rules, the Cabinet confirmed that there was no material or well-founded objection to the Senior Officers' Panel's decision to make the post of Head of Housing Services redundant and as a result the post will be deleted from the establishment.

Chairman

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

27 FEB 2012

13 MAR 2012  
22 MAR 2012

**CAMBRIDGESHIRE RENEWABLES INFRASTRUCTURE FRAMEWORK  
(CRIF) AND CAMBRIDGESHIRE COMMUNITY ENERGY FUND (CEF)  
(Report by the Head of Environmental Management and Head of Planning)**

**1. INTRODUCTION**

- 1.1 The purpose of this paper is to inform, update and gain formal HDC endorsement of the technical work and approach signed off on 27 January 2012 (by a District and County leader/representative led member steering group) on the Cambridgeshire Renewables Infrastructure Framework (CRIF) and Cambridgeshire Community Energy Fund (CEF)

**2. SUPPORTING/BACKGROUND INFORMATION**

- 2.1 **The CRIF Project** led by Cambridgeshire Horizons and overseen from late 2011 by a member led steering group covers the County of Cambridgeshire. It ***aims to provide a robust evidence base to promote and increase the implementation of renewable energy projects for the benefit of the public sector, community and business.*** A second project, the ***CEF looked at the potential to set up an innovative locally led fund which could channel developer investment into low carbon infrastructure projects*** (as distinct from CIL and S 106) required as a result of zero carbon policy into locally driven and beneficial projects guided by local officers and endorsed by District and County members.
- 2.2 **This paper firstly looks at why a framework (the CRIF) at a County/District level is needed to effectively deliver renewable projects, the magnitude of the business opportunity and summarises the potential pathways that members and officers can choose in order to deliver this ambitious agenda to meet Government targets and get the right projects in the right places.** It also highlights, that 'doing nothing' is not an option and that without a considered local approach major business opportunities will be lost, Government and local targets not met.
- 2.3 **Secondly recommendations are made for member and officers to consider setting up a CEF in the County as an effective way of keeping local developer contributions in the County (as opposed to being captured by Central Government and used elsewhere in the rest of the Country).** To do this will require local project lists to be drawn up, Local Plans to have a mechanism for approving projects and a managing mechanism (e.g. a Company Limited by Guarantee) to be set up to allocate funds, expected to be up to circa £60 Million between 2016 and 2030.
- 2.4 **The CRIF is needed to provide a 'framework for delivery' for implementation of renewable projects on the ground which meet the needs of policy, planning and economic drivers.** These drivers include: rising energy prices, energy security and The Climate

Change Act which places legally binding obligations on the UK to reduce its CO<sub>2</sub> emissions by 80% by 2050 over 1990 levels.

- 2.4.1 There is also an expanding the market for renewable energy development across all technologies which provide a **major business opportunity for the District and County**. A series of market mechanisms have been introduced to stimulate investment into clean energy to meet these targets. These include the Renewables Obligation, the Feed in Tariff and the Renewable Heat Incentive.
- 2.4.2 The Government is also launching the Green Deal, its flagship policy on energy efficiency. This will introduce a 'pay-as-you-save' financing mechanism for investment into homes, businesses and public sector buildings and will be show cased locally through Huntingdonshire's innovative Greenhouse Project.
- 2.4.3 The development of renewable projects in the Clean Tech sector has the potential to create up to 11,500 jobs in Cambridgeshire. The renewable energy investment opportunity is at least £2.3bn but could be as great as £6bn to 2031.
- 2.4.4 Additional investment will be required to deliver energy efficiency, district heating and gas CHP infrastructure which are viewed as essential enabling technologies.

The CRIF **document is divided into several sections including:**

- **Introduction: Why the CRIF is needed**
- **The business opportunity/how to create a favourable investment framework**
- **The delivery pathways: Public Sector, Business and Community**
- **Conclusions and key recommendations**

**A detailed paper and the associated technical documents were presented to the CRIF/CEF member steering group on 27 January 2012. These are available as an Annex A and the detailed documents themselves at [www.crif.citizenscape.net](http://www.crif.citizenscape.net)**

- 2.5 The Cambridgeshire CEF project commissioned work to look at what is a CEF, why would we at District level need one, what it could look like and how it would work.

**The Community Energy Fund (CEF) is a mechanism to support developers to achieve their zero carbon obligations. Zero Carbon Policy identifies that new homes must be zero carbon by 2016 on all regulated emissions.**

- 2.5.1 For some developments either due to their size or their location delivering zero carbon on site is technically difficult and/or too costly. The Community Energy Fund is a mechanism to help developers, especially small and medium sized developments to deliver their obligations. Developers can offset the balance of their emissions by

contributing into a Fund. A Community Energy Fund then invests this money in low carbon infrastructure projects to deliver the carbon emissions savings. Developer contributions would be made to the CEF with the level of payment determined on the basis of the amount of CO<sub>2</sub> to be offset and a set price for carbon reduction (£/tonne CO<sub>2</sub>).

- 2.5.2 A Community Energy Fund is not the only option for Developers to deliver their carbon compliance. Under the Government's current Allowable Solutions framework proposals, developers will be able to (a) choose to deliver their own allowable solutions projects, (b) make contributions to a local CEF or (c) offset via private third-party allowable solution providers.
- 2.5.3 Allowable Solutions is the term used to describe the range of carbon reduction initiatives that developers might invest in to meet their remaining carbon reduction obligation under zero carbon policy once the target for on-site CO<sub>2</sub> reduction (known as the Carbon Compliance level) has been met. These Allowable Solutions could include further measures taken on-site, near to the site or off-site (i.e. further removed from the development).
- 2.5.4 **The key features of the proposed framework that have implications for the development of a CEF in Cambridgeshire (and elsewhere) are summarised below:**
- ***Districts have the opportunity to develop Allowable Solutions policies in their Local Plan. The existence of such policies will ensure that Allowable Solutions investment is directed to local projects identified in the Local Plan.***
  - Developers have the opportunity to seek out the best value Allowable Solutions, via the Community Energy Fund or third-party private Allowable Solutions providers. If the local authority has appropriate policy in place, Allowable Solutions projects will have to be selected from the Local Plan, even if delivered by a third-party provider.
  - ***If a local authority does not develop Allowable Solutions policies, it is envisaged that there will be a market of private energy funds vying for the contracts to provide Allowable Solutions to developers. The private energy fund will not be restricted to developing projects in the local area and it is likely that investment will flow outward to projects identified in the national list.***

**The CEF report looked at the following key areas:**

- ***Collection mechanisms***
- ***Structure and governance***
- ***Scale of potential funds and investments***
- ***Carbon accounting***
- ***The benefits of a local fund***
- ***What policy a District needs to put in place and processes are required to direct cash to selected local projects.***

***Further details of the paper presented and signed off by the leader/member group on CEF as well as the officer Horizons led detailed project report are available in Annex B and at [www.crif.citizenscape.net](http://www.crif.citizenscape.net)***

### **3. IMPLICATIONS**

- 3.1 **In order to make the transformation in approach required to deliver the challenges of the renewable agenda, all stakeholders; public sector, communities and businesses need to do their bit.** Doing nothing is not an option but there are different scenarios to consider. **The CRIF provides the basis and leadership for localism in action with the public sector playing a central role to make this happen.** It is anticipated that this will be through member and senior officer support for the CRIF Framework and the development of a supporting CEF to channel developer contributions into shaping the District's aspirations for the low carbon agenda.
- 3.2 The CRIF framework can help to attract funding and coordinate efforts. There are a series of project development risks that need to be managed. The role of the framework is to mitigate risk for the various stakeholders by providing information, co-ordinating effort and helping to attract funding to support project development activities.
- 3.3 The CRIF project process brings together a broad range of information to help Cambridgeshire make choices on how to deliver increased renewable energy.

**The proposed development of a Cambridgeshire Community Energy Fund(s) compliments the CRIF in that it would go one step further by creating the financial mechanism for investing developer's funding into local projects.**

- 3.4 *Whilst three delivery pathways have been examined –*

- *public,*
- *commercial*
- *community.*

*the series of draft delivery frameworks presented in the appendices in the CRIF technical reports will need to be shaped and developed by members and officers to ensure projects meet local need. This will enable the District to consider their options to meet renewable targets appropriate to their localities.*

### **4. CONCLUSION**

- 4.1 **In conclusion, the CRIF report has presented a number of potential scenarios to move the renewable agenda forward in the County. It identified that a wide range of renewable energy technologies are available, thereby creating the opportunity for Cambridgeshire to be a leading County for clean energy projects, goods and services. The CEF work presents recommendations as to the potential way forward to channel developer contributions into local renewable and carbon reduction projects.**

- 4.2 The analysis has demonstrated that there is significant renewable potential across each of the Cambridgeshire Districts with the greatest in Huntingdonshire. The breakdown by district is:
- Cambridge City: 9%
  - East Cambridgeshire: 20%
  - Fenland: 16%
  - **Huntingdonshire: 29%**
  - South Cambridgeshire: 26%
- 4.3 **An evidence base has been established based on technical potential, economic considerations and deployment rates.** This has demonstrated that these levels of RE could be viable, albeit challenging to deliver.
- 4.4 **The scale of investment is significant – over £2.3bn and up to £6bn in projects giving a return on investment over 7%.** The employment opportunities associated with this level of deployment are also great; up to 11,500. This supports an argument for developing a major CleanTech cluster in Cambridgeshire. These could include Alconbury and St Neots.
- 4.5 **The challenge is now to endorse the framework for delivery and develop delivery plans through the 3 pathways identified, underpinning them with sound financial planning.**
- 4.6 CRIF provides a sound evidence base upon which informed decisions on renewables projects can be made, appropriate to their locality.
- 4.7 **The points below summarise the actions that the District needs to consider in moving forward from the CRIF and CEF projects:**

The CRIF report concluded that the District:

- **Should develop planning policies as part of the development of Local Plans / LDFs. to support continued development of appropriately sized and located renewable energy projects.**
- **Consider public sector intervention to help de-risk and bring about investment in CHP and district heating infrastructure.**
- **Public sector assets should be used to help establish a market for renewable energy and then used to stimulate community/business interest in developing their own projects at a range of scales, including refurbishment applications associated with Green Deal.**

- **A range of financial products and mechanisms that can support renewable energy deployment across all the sectors should be developed and supported.**
- **Ensure the draft delivery frameworks that have been developed to guide stakeholders are reviewed, updated and further developed.**

**The CEF project concluded the way forward for Districts was:**

- **To identify projects that will support the CEF in a local project list**
- **Introduce an Allowable Solution policy to LA Local Plans plus provide a mechanism for approving local projects for inclusion.**
- **Consider setting up a Company Limited by Guarantee to manage the fund/process**

## **5. RECOMMENDATION(S)**

### **5.1 Cabinet is recommended to:**

- **To note the work undertaken, formally sign off the CRIF / CEF projects and endorse the future approach to energy and renewables outlined.**
- **To delegate authority to the Managing Directors to carry forward work on energy and renewables in the District, to deliver the best possible outcomes for Business, the Community and Public Sector, within the Framework of the CRIF.**
- **To note the Managing Directors will consider the merits of setting up a CEF as outlined above.**

**Contact officers: Dr Paul Jose (Head of Environmental Management) and Paul Bland (Head of Planning Policy)**

**February 2012**



**Annex A**

**Agenda Item No: 3**

**Cambridgeshire Renewables Infrastructure Framework**

*To:* CRIF/CEF Steering Group  
*Date:* 27<sup>th</sup> January 2012  
*From:* Sheryl French

*Purpose:*

- Summarise the key areas of work in the CRIF Report
- Highlight the key recommendations in the CRIF Report
- Sign off the technical work as an evidence base

*Recommendation:* The Steering Group to:

- Comment and sign off technical work and Final Report as an evidence base

**Contact:**

Name:	Sheryl French
Job Title:	Delivery Manager
E-mail address:	Sheryl.French@cambridgeshirehorizons.co.uk
Telephone No:	01223 728552

*This project is being developed as part of the Climate Change Skills Fund. The fund is managed by Sustainability East on behalf of Improvement East.*

**SUSTAINABILITY**  **EAST**  
incorporating Climate East

**Improvement East**  
Partnership for Improvement and Efficiency

## 1.0 Purpose

- Summarise the key areas of work in the CRIF Report
- Highlight key recommendations included in the CRIF Report
- Sign off the technical work as an evidence base

## 2.0 Background

The CRIF Project was agreed by Cambridgeshire Horizons Board in September 2010 in anticipation of the findings in the Renewable Energy Capacity Study for the East of England (May 2011) and as a response to real concerns of long term energy security and rising costs of utility bills. The work has been funded by Housing Growth Funds (HGF) and the Climate Change Skills Fund managed by Sustainability East.

An Officer Steering Group has managed the project to date and it includes representatives from Cambridgeshire Local Authorities, Suffolk and Hertfordshire County Councils, Peterborough City Council as well as representation from the Energy Sector, RSLs, EEDA and Sustainability East. Cambridgeshire Horizons Board provided the strategic steer and guidance to the Project until its last Board meeting in September 2011. It was agreed to set up a Member Steering Group including Local Authorities and a representatives from the RSLs, Developers and Environment Agency to oversee the completion of the CRIF and CEF Projects and development of the next steps by the end of January 2012.

## 3.0 Summary of the Cambridgeshire Renewables Infrastructure Framework (CRIF)

The CRIF Final Report focuses on the financial, delivery and engagement aspects of the project but this work is underpinned by two technical reports commissioned through the Project and which are available on [www.crif.citizenscape.net](http://www.crif.citizenscape.net) including:

- A baseline assessment of the opportunities and constraints for renewable energy in Cambridgeshire
- A social media audit

### 3.1 Why do we need a Cambridgeshire Renewable Infrastructure Framework?

There are strong economic drivers for renewable energy. A critical issue for the UK economy is increasing volatility of energy prices, the need to move away from reliance on fossil fuels and the transition to a clean energy economy creating an opportunity for economic growth through investment in projects and employment opportunities.

There are renewable energy policy drivers at national and international levels. The Climate Change Act places legally binding obligations on the UK to reduce its CO<sub>2</sub> emissions by 80% by 2050 over 1990 levels. The UK has also signed up to delivering 15% of its primary energy from renewable energy sources by 2020 in line with its commitments to the European Directive.

Cambridge has an excellent research base for renewable energy technologies and is recognised as one of the most important technology centres in Europe, with a worldwide reputation as a source of technology innovation. This excellent research base, its high tech nature, and the technology-based business community in the region provides Cambridgeshire an ideal location for Clean Tech investment and growth in the renewable energy sector. But there are perceived barriers to investment in Cambridgeshire which need to be recognised and overcome locally.

Up to 11,500 jobs can be created through renewable energy delivery across the technology opportunities in Cambridgeshire. This is a significant quantum of employment that demonstrates the potential importance of this sector for economic growth.

### 3.2 What is the scale of investment opportunity to deliver greater energy security for businesses and communities in Cambridgeshire?

In the public sector, 400GWh per annum of renewable energy could be generated by 2031. This represents a viable investment potential of £320m with Photo voltaics and biomass as the dominant technologies. **Error! Reference source not found.**

The community has the potential to deliver 450GWh per annum of renewable energy generated by 2031. This represents a viable investment potential in the community sector of £792m, even accounting for the reduction in Feed In Tariff for PV systems during 2011. PV remains the dominant technology, accounting for over half of the community infrastructure with the rest fairly evenly spread across the other technologies.

In the commercial sector, at least 1400GWh per annum of renewable energy could be generated by 2031. This represents a viable investment potential in the commercial sector of £1.2bn. PV and wind require the greatest investment followed by biomass.

In order to make the transformation happen all stakeholders need to do their bit. It is complex with strong dependencies between commercial developers and the public sector (local planning authorities in particular) and the communities that they represent. For the opportunities to be realised it will be essential that incentives are aligned to promote co-operation.

### 3.3 How can more renewable energy be delivered in Cambridgeshire?

The CRIF identifies the quantum of renewable energy and variety of technology options that can be developed in Cambridgeshire to provide politicians with the evidence to set the level of ambition and technology choices appropriate for their areas. It identifies the planning system as a key tool to guide local ambitions to deliver the right technologies into the right places and support progress towards long term goals.

To create a favourable investment environment, the report highlights the importance of tackling some key areas: Political leadership, Planning, Development risk, Creating demand and Finance.

Three delivery pathways have been examined – public, commercial and community. Draft delivery frameworks are presented in the appendices of the reports for planning authorities to consider.

### 3.4 What does the CRIF Report provide?

The CRIF report identifies a wide range of renewable energy technologies are available and how this creates the opportunity for Cambridgeshire to be a leading County for clean energy projects, goods and services.

The deployment potential for the CRIF identifies that to deliver 26% of Cambridgeshire's energy demand from renewable energy (as opposed to fossil fuels) that a potential delivery scenario could include 344MW solar PV, 42MW solar water heating, 219MW ground and air source heat pumps, 130MW small wind parks, 375MW larger wind farms and 41MW biomass Combined Heat and Power. Crucially the context for this must be the right choices in the right places and the local planning authorities are best placed to make these choices together.

The CRIF provides a clear understanding of where the potential for renewable energy delivery lies - 11% resides in the public sector through its assets, 36% in households and communities and 53% in the commercial sector. Localism and Big Society will be key to realising this potential.

### **3.5 How did we engage stakeholders?**

The whole project was viewed as an engagement project. The aim was to move from the process where a strategy is created and the public are subsequently consulted on the document to one where participants shape the outcomes. The CRIF engagement ambition was to create a co-productive experience that would enable as many people as possible to share the knowledge of the technical work and participate in the formation of the framework, at the same time as sharing that experience as widely as possible to the less engaged community.

### **4.0 What are the key recommendations in the CRIF Report?**

#### **4.1 Establish political leadership**

The CRIF workshops highlighted the strong political leadership needed to attract the investment in renewable energy including setting a clear vision for the county and the local planning authorities, sharing aspirations and levels of commitment and support across all sectors – public, commercial and community.

#### **4.2 Develop supportive planning policies**

Develop planning policies as part of the development of Local Plans / LDFs. to support continued development of appropriately sized and located renewable energy projects. The pressures that are currently observed are likely to become more acute as time goes on as a result of the national drive to ramp up the installation of renewable energy.

#### **4.3 Mitigate development risk**

Public sector intervention is required to bring investment in CHP and district heating infrastructure to enable biomass heat and power delivery. This is an area where Cambridge City Council and Huntingdonshire District Council have already carried out a lot of work. The long term, complex nature of the task requires sustained efforts and commitment over the short, medium and long term.

#### **4.4 Create demand**

The public sector has an important role to play in creating demand for renewable energy and in particular using public sector assets to help establish a market for renewable energy. Examples of good practice include the South Cambridgeshire Sustainable Energy Partnership and Huntingdonshire District Council's Greenhouse Project, a national exemplar of how to cost effectively retrofit existing private housing as a precursor to Green Deal.

#### **4.5 Develop finance mechanisms**

It is important to develop a range of financial products and mechanisms that can support renewable energy deployment across all the sectors. This might include pre-development funding for communities, a Community Energy Fund for Allowable Solutions and a public sector investment mechanism to support delivery of public sector projects using private investment. It could also include financial structures for capturing community benefit from commercial renewable energy development.

#### **4.6 Develop the draft delivery frameworks**

The draft delivery frameworks have been started to guide the various stakeholders over the coming years. These need stakeholders to continue to develop them to make them useful and relevant.

### **5.0 Recommendations - As per front cover.**

**Annex B**  
**Agenda Item No: 4**

**Cambridgeshire Community Energy Fund(s)**

*To:* CRIF/CEF Steering Group  
*Date:* 27<sup>th</sup> January 2012  
*From:* Sheryl French

*Purpose:*

- Background to Zero Carbon Policy for New Homes and the draft Allowable Solutions Framework
- Summary of the four key conclusions in the second Community Energy Fund report
- Key benefits of a local Community Energy Fund

*Recommendation:*

- Sign off the Second Community Energy Fund Report

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*This project is being developed as part of the Climate Change Skills Fund. The fund is managed by Sustainability East on behalf of Improvement East.*

**SUSTAINABILITY**  **EAST**  
incorporating Climate East

**Improvement  
East**  
Partnership  
for Improvement  
and Efficiency

## 1.0 Purpose

- Background to Zero Carbon Policy for New homes and the draft Allowable Solutions Framework
- Summary of the four key conclusions in the second Community Energy Fund report
- Key benefits of a local Community Energy Fund

## 2.0 Background

- 2.1 The Community Energy Fund (CEF) is a mechanism to support developers to achieve their zero carbon obligations. Zero Carbon Policy identifies that new homes must be zero carbon by 2016 on all regulated emissions.
- 2.2 For some developments either due to their size or their location delivering zero carbon on site is technically difficult and/or too costly. The Community Energy Fund is a mechanism to help developers, especially small and medium sized developments to deliver their obligations.
- 2.3 Developers can offset the balance of their emissions by contributing into a Fund. A Community Energy Fund then invests this money in low carbon infrastructure projects to deliver the carbon emissions savings. Developer contributions would be made to the CEF with the level of payment determined on the basis of the amount of CO<sub>2</sub> to be offset and a set price for carbon reduction (£/tonne CO<sub>2</sub>).
- 2.4 A Community Energy Fund is not the only option for Developers to deliver their carbon compliance. Under the Government's current Allowable Solutions framework proposals, developers will be able to (a) choose to deliver their own allowable solutions projects, (b) make contributions to a local CEF or (c) offset via private third-party allowable solution providers.
- 2.5 Allowable Solutions is the term used to describe the range of carbon reduction initiatives that developers might invest in to meet their remaining carbon reduction obligation under zero carbon policy once the target for on-site CO<sub>2</sub> reduction (known as the Carbon Compliance level) has been met. These Allowable Solutions could include further measures taken on-site, near to the site or off-site (i.e. further removed from the development).
- 2.6 The key features of the proposed framework that have implications for the development of a CEF in Cambridgeshire (and elsewhere) are summarised below:
- Local authorities have the opportunity to develop Allowable Solutions policies in their Local Plan. The existence of such policies will ensure that Allowable Solutions investment is directed to projects identified in the Local Plan.
  - Developers have the opportunity to seek out the best value Allowable Solutions, via the Community Energy Fund or third-party private Allowable Solutions providers. If the local authority has appropriate policy in place, Allowable Solutions projects will have to be selected from the Local Plan, even if delivered by a third-party provider.
  - If a local authority does not develop Allowable Solutions policies, it is envisaged that there will be a market of private energy funds vying for the contracts to provide Allowable Solutions to developers. The private energy fund will not be restricted to developing projects in the local area and it is likely that investment will flow outward to projects identified in the national list.

### **3.0 Second Report: Cambridgeshire Community Energy Fund - Summary**

Element Energy were commissioned in February 2011 to consider in more detail four key aspects of the development and operation of a community energy fund identified by Councillors in a Member briefing in July 2012. This is summarised below.

#### **3.1 Collection Mechanisms - analysis of potential for collecting developer payments into a local Community Energy Fund.**

The assessment of various options for collecting developer contributions payments for Allowable Solutions found that neither of the existing mechanisms (Section 106 Planning Agreements and the Community Infrastructure Levy (CIL)) offers an ideal solution when the Zero Carbon Policy and the new Part L of the Building Regulations come into force in 2016.

The report recommends that government should be urged to adopt a new and simpler, purpose designed, collection mechanism to enable developers to make payments for Allowable Solutions directly into a local Community Energy Fund.

#### **3.2 Structure and governance – analysis of options for the corporate governance of a community energy fund, its membership, management and operational control.**

The first stage scoping report for a Cambridgeshire CEF considered the options for the structure of a locally controlled fund-holding body in some depth and concluded that the preferable structure was the creation of a special purpose vehicle (SPV) and a company limited by guarantee (CLG) was likely to be most suitable. This has been tested through consultation with the local authority legal officers and this remains the preferred option for the following reasons:

- limited liability status and requirement of only a nominal guarantee;
- flexibility of membership arrangements;
- constitutional flexibility;
- familiarity to local authorities in Cambridgeshire; and
- suitability for a not-for-profit, community investment mandate.

The governance details are more difficult to define at this stage. There is clearly a case that each 'collecting' local authority should be a member of the CLG, as those local authorities will, through the collection mechanisms, be collecting money from developers and paying it into the CLG as the fund holding body for investment in community energy schemes. Management and operational control of the CLG would be carried out by its directors. Appointing directors to the Board of the CLG is one of the key rights a member will acquire. It is important to note here that no decision has been taken yet by the Local Authorities to enter into a CEF.

#### **3.3 Scale of fund and investments – forecasts of the size of the fund and assessment of the kinds of investments it might make and ability to deliver carbon reduction through those investments**

Based on recent growth plans for Cambridgeshire local authorities and an Allowable Solutions price of £46/tCO<sub>2</sub> (the value used in recent government policy analysis), the cumulative Allowable Solutions income generated in Cambridgeshire over the period to 2026 is estimated at £55 million. The proposed Allowable Solutions framework will look to create a competitive market and this means that the CEF may be in competition for funds with third-party providers but the details of how this works is still being worked through.

A key decision for Cambridgeshire's local authorities is whether to join a county-wide fund, or to develop funds based on local planning authorities. There are significant advantages to be gained by the local authorities working together in a county-wide scheme. These advantages include:

- The county-wide fund will be able to make larger investments and therefore influence the delivery of larger, strategic projects.
- The larger-scale fund will be more likely to leverage additional sources of finance, such as bank debt, greatly increasing the overall level of investment in the area.
- Transaction costs will be lower as a percentage of money invested for larger investments.
- Economies of scale will increase efficiency in the fund's management and operational costs.
- The county-wide fund will have greater scope to develop a pipeline of cost-effective carbon reduction projects.

### **3.4 Carbon accounting – assessment of the requirements and possible methodologies for measuring and verifying the carbon reduction delivered**

The draft Allowable Solutions framework proposes that a national Allowable Solutions Verification and Certification Scheme is established – the principle of a national Allowable Solutions Verification and Certification scheme is helpful and not inconsistent with the needs of a local fund. Local authorities would benefit from having nationally agreed and implemented verification /certification procedures.

### **4.0 The Benefits of a Community Energy Fund(s)**

The opportunity to establish a public sector led CEF to manage developer payments is highly attractive to local authorities and other local public sector stakeholders. The CEF provides the opportunity to:

- Ensure that development contributions for carbon reduction are invested locally and for the benefit of the local economy.
- Influence the delivery of more ambitious carbon reduction projects that are not being brought forward by the private sector
- Invest in projects that deliver wider benefits to the local community and economy, such as generating employment in the low carbon energy sector.
- Leverage additional private sector investment into delivery of carbon reduction projects in the area.

### **5.0 Recommendations**

To sign off the second technical report on a Cambridgeshire Community Energy Fund(s)



**CAMBRIDGESHIRE RENEWABLES INFRASTRUCTURE FRAMEWORK (CRIF)  
AND CAMBRIDGESHIRE COMMUNITY ENERGY FUND (CEF)  
(Report by the Overview and Scrutiny Panel (Environmental Well-Being))**

**1. INTRODUCTION**

- 1.1 At its meeting held on 13th March 2012, the Overview and Scrutiny Panel (Environmental Well-Being) considered the report by the Heads of Environmental Management and of Planning Services entitled Cambridgeshire Renewables Infrastructure Framework (CRIF) and Cambridgeshire Community Energy Fund (CEF).

**2. THE PANEL'S DISCUSSIONS**

- 2.1 The Panel has received a presentation from the Head of Environmental Management on the CRIF and the CEF. Members found this to be particularly useful as it enabled them to clarify a number of matters relating to what is a complex, technical subject.
- 2.2 Members have welcomed the news that solar panels have been installed at Eastfield House. These will provide the Council with electricity for use by itself and others and with a significant return on its investment.
- 2.3 It is recognised that developers are likely to challenge the inclusion of renewable energy policies in the new Local Plan. It is, however, accepted that the Council needs to have in place policy provisions to ensure that CEF income is retained locally.
- 2.4 The Panel has discussed in detail planning aspects of the CRIF and CEF. There is some concern that applications for development that have high levels of renewable features will be looked on more favourably than others. It is recognised that such development will have to meet other planning requirements. Members are nevertheless of the view that the removal of the requirement for planning permission to be obtained for the installation of renewable features is having a detrimental effect on the appearance of some properties.
- 2.5 With specific reference to wind power, it is suggested that the Council should try to influence where wind turbines are located. Wind farms work better in some locations than in others. However, currently applications for wind farms are driven by financial considerations. Under the new National Planning Policy Framework the Council would be able to specify the areas where wind farms are more suitable. In making this recommendation it is recognised that there is no upper limit that can be imposed on the amount of wind turbines in an area.
- 2.6 Huntingdonshire at present is dependent on wind and photovoltaic power for its renewable sources of energy. These do not provide a constant source of energy. It will be necessary to make use of the full range of other options for renewables to fill the gaps. Having recently visited Waterbeach Waste Management Park, the Panel recommends that the options should include deriving energy from waste.

- 2.7 The CEF presents commercial opportunities both for public sector organisations and commercial businesses. It is significantly cheaper to install renewable measures during construction than retrofit existing properties. For these reasons the Panel endorses the proposals in the report by the Heads of Environmental Management and of Planning Services. A key question will be developer contribution rates. They should not be set at such a level that developers only provide on-site renewable measures.
- 2.8 Given that Huntingdonshire has the greatest renewable potential in Cambridgeshire, it is possible that the District could be a net beneficiary of CEF funds.
- 2.9 There is the possibility that the CEF could require considerable management and monitoring. The Panel recommends the Cabinet controls the arrangements that are put in place for these purposes to ensure they do not proliferate.
- 2.10 As has been said, the CRIF and CEF is a complex, technical subject. The Panel strongly recommends that a clear communication strategy is developed for it. This should comprise simplified messages and stress the cost savings that can be obtained from renewables rather than carbon emissions. It might also make reference to energy conservation as this appears to be missing from current documents.

### **3. CONCLUSION**

- 3.1 On the basis of these discussions, the Panel recommends the Cabinet to:
- note the work undertaken, formally sign off the CRIF / CEF projects and to endorse the future approach to energy and renewables outlined in the report;
  - delegate authority to the Managing Directors to carry forward work on energy and renewables in the District, to deliver the best possible outcomes for Business, the Community and Public Sector, within the Framework of the CRIF, and
  - note that the Managing Directors will consider the merits of setting up a CEF as outlined in the report.

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

**Background Documents** - Reports and Minutes of the meeting of the Overview and Scrutiny Panel (Environmental Well-Being) held on 13th March 2012.

# Agenda Item 4

## AGENDA ITEM NO.

**CHIEF OFFICER MANAGEMENT TEAM**      **5<sup>TH</sup> MARCH 2012**

**CABINET**      **22<sup>ND</sup> MARCH 2012**

**GREATER CAMBRIDGE-GREATER PETERBOROUGH LOCAL  
ENTERPRISE PARTNERSHIP:  
INCORPORATION AS A COMPANY LIMITED BY GUARANTEE  
(Report by Managing Director, Communities, Partnerships & Projects)**

**1. PURPOSE**

- 1.1 To consider the District Council becoming a corporate member of the Greater Cambridge-Greater Peterborough Enterprise Partnership (LEP) as part of its incorporation as a company limited by guarantee.

**2. BACKGROUND**

- 2.1 In Summer 2010, the Coalition Government invited proposals for locally-driven, business-led LEPs as the key body to drive economic growth at the sub-national level. The proposal put forward by our area, with significant input from the District Council, was to form a LEP based on the overlapping travel to work areas for the cities of Cambridge and Peterborough. The proposal was one of the first to be accepted by Government. The LEP Board was formed in March 2011. Councillor Jason Ablewhite is a Board Member of the LEP. An early LEP success has been securing an Enterprise Zone for the former Alconbury Airfield.

**3. MAIN ISSUES**

- 3.1 The LEP Board has agreed that it makes sense to incorporate the LEP, so that it becomes a legal entity and can more readily take actions in a number of areas (including, for example, entering into contracts).
- 3.2 The LEP Board has proposed that the 13 Local Authorities making up the LEP should be corporate members of the LEP, and is in the process of finalising legal documentation to give effect to this. The documentation has been reviewed by the Council's Legal Services Team who have no substantive comments.
- 3.3 Corporate membership of the LEP formally acknowledges the role of the LEP-area local authorities, but does not bring additional financial commitments for the Council. Key decision making on issues within its remit remains with the Board of the LEP, which has a private sector Chair and a private sector majority, in line with Government's policy aims for LEPs.

#### **4. RECOMMENDATION**

##### **That the Cabinet:-**

- 4.1 Support the incorporation of the LEP as a Company Limited by Guarantee.
- 4.2 Delegate authority to the Managing Director, Communities, Partnerships and Projects, together with the Head of Legal and Governance to complete the appropriate legal documentation and processes.

#### **BACKGROUND INFORMATION**

None

**Contact Officer: Malcolm Sharp, Managing Director, Communities,  
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☎ 01480 388301**

**OVERVIEW AND SCRUTINY  
(ECONOMIC WELL-BEING)**

**8<sup>TH</sup> MARCH 2012**

**CABINET**

**22<sup>ND</sup> MARCH 2012**

**BUSINESS IMPROVEMENT DISTRICT - HUNTINGDON**  
(Report by the Economic Development Manager)

**1. INTRODUCTION**

1.1 A BID is an arrangement whereby business get together, decide what additional improvements they want to make, how they are going to manage and deliver those improvements and what it will cost them. This all goes into a business plan which is voted on by all those who would have to pay. The BID can last for a maximum of 5 years and must be able to demonstrate how it has benefited businesses who have funded it.

1.2 There are currently about 140 BIDs in the UK, 30 of which have been to a re-ballot (2nd BID term) - of these 30 all have had successful 'yes' votes. Turnout in the ballot is an average 46% and on average 74% of those who vote in favour. Some 75,000 businesses are involved in BIDs in the UK.

**2. BID Huntingdon**

2.1 Huntingdon Town Partnership (HTP) completed a feasibility study last year which indicated that a BID would be possible in Huntingdon. It suggested a levy of 1.5% of Rateable Value for the 369 businesses in the study area. This would raise approximately £200,000 per annum, £1m over the term of the BID. The study indicated that businesses key priority areas for BID activities were: safety and security; marketing and promotion; events; graffiti and gum; central procurement; and, car parking.

2.2 The HTP have recently launched the development phase of the BID. During this phase consultation with potential levy payers determines a business plan which will be produced by 24<sup>th</sup> May, 2012. The 30 day ballot period is intended to close on 12<sup>th</sup> July, 2012.

2.3 HDC' s Economic Development team supported HTP during the feasibility study phase and continue to do so during the development phase with an officer and our Executive Leader sitting on the Task Group leading the project.

**3. Key Issues for HDC**

3.1 The ballot  
The returning officer is responsible for instructing the ballot holder to hold a BID ballot. Full costs can be recovered from BID Huntingdon.

### 3.2 Operating agreement

If the ballot is successful the BID Regulations requires that we collect the BID levy into a ring-fenced account (called the BID Revenue Account).

The operating agreement relates to the arrangements for the setting, collection, enforcement and monitoring of the levy, the accounting for it and reimbursement of costs relating to collection.

### 3.3 As a levy payer

If the ballot is successful, and if the levy and boundaries are established as per feasibility report (1.5%) HDC's annual levy will be approximately £11,320, an approximate total of £56,600 over the 5 year BID period. We have provided funding of £27,000 for the development phase of the BID on the understanding that this is offset against our levy liability. That would leave a potential additional levy payable of about £29,600 over the five year period. This will come from existing budgets.

## 4. CONCLUSION

4.1 If the ballot is successful the Huntingdon BID is likely to secure approximately £1m over a 5 year period which will be invested in improving vibrancy and vitality of the town centre. 90% of this funding will come from the private sector.

4.2 The BID mechanism is wholly aligned with the principals of Localism.

## 5. RECOMMENDATIONS

5.1 That members note the report and recommend that:

- The Head of Customer Service be authorised to enter into the BID levy Operating Agreement required in order to meet the Council's obligations under the Local Government Act 2003.
- The Managing Director responsible for Communities, Partnerships & Projects be authorised to cast any votes to which HDC is entitled in the ballot after consultation with the Executive Leader

**Contact Officer: Sue Bedlow, Economic Development Manager**  
**☎ 01480 387096**

**BUSINESS IMPROVEMENT DISTRICT - HUNTINGDON**  
**(Report by the Overview & Scrutiny (Economic Well-Being))**

**1. INTRODUCTION**

- 1.1 At its meeting held on 8<sup>th</sup> March 2012, the Overview and Scrutiny Panel (Economic Well-Being) considered a report by the Economic Development Manager on proposals to establish a Business Improvement District for Huntingdon. This report summarises the Panel's discussions.

**2. THE PANEL'S DELIBERATIONS**

- 2.1 The Economic Development Manager has provided the Panel with details of proposals for a Business Improvement District (BID) in Huntingdon and the process which will need to be followed for it to be established. The BID will focus on the town centre and is essentially the area circumscribed by the ring road. This covers 369 businesses across the retail and office sectors.
- 2.2 Huntingdon Town Partnership completed a feasibility study last year. Each of the businesses in the BID area was consulted. The study suggested a levy of 1.5% of Rateable Value on businesses will raise approximately £1M over the initial 5 year term of the BID.
- 2.2 In considering the contents of the report, the Panel has queried how the success of the BID will be measured. Members have been informed that if the Business Plan is not convincing, this will be reflected in the outcome of the BID ballot. In addition all projects will have their own critical success factors.
- 2.3 The Managing Director, Communities, Partnerships and Projects has stressed that BIDs are business led and it will be possible to dissolve the BID at any time if local businesses do not consider that it is delivering the anticipated outcomes. At this stage it is expected that the establishment of a BID for Huntingdon will operate in tandem with the development of the Chequers Court area.
- 2.4 The Panel has discussed the funding which has been provided by the District Council to assist with the development phase of the BID. The Council's total liability will amount to £56,000 over the 5 year BID period. A question then arises whether funding would be available to assist other towns within the District if they wished to adopt a similar approach. In response, the Economic Development Manager has stated that Huntingdon Town Partnership has evolved to such an extent that Council funding only amounts to 40% of its overall budget. It is, therefore, best placed to become a BID. It is unlikely that BIDs in St Ives and Ramsey would be viable and St Neots is bidding to become a Portas Pilot Town to regenerate the town centre.
- 2.5 With regard to the arrangements for the setting, collection and monitoring of the BID levy, following the closure of the ballot period, there will be a 12

month period to establish and implement the necessary arrangements. It will be possible to start collecting the levy partway through the financial year.

- 2.6 The Panel has commented on the changing face of high street shopping and the likelihood that town centres will become more leisure orientated and a focal point for the community in future years. A Member has reported on the positive feedback to the BID proposals which he has received from the business community.
- 2.7 On the question of car parking being identified as a key priority area for BID activities, the Economic Development Manager has explained that it will be possible for the BID to use its funding to reimburse the local authority to provide for free car parking. However, in other areas this had been considered but not pursued.

### 3. **RECOMMENDATION**

- 3.1 At the conclusion of its discussion on this item, the Panel has endorsed the recommendations that:-
  - ❖ the Head of Customer Services be authorised to enter into the BID Levy Operating Agreement required in order to meet the Council's obligations under the Local Government Act 2003;
  - ❖ the Managing Director, Communities, Partnerships and Projects be authorised to cast any votes to which HDC is entitled in the ballot after consultation with the Executive Leader.
- 3.2 The Cabinet is invited to consider the discussions of the Overview & Scrutiny Panel (Economic Well-Being) as part of their deliberations on this item.

**Contact Officer:** C Bulman, Democratic Services Officer  
01480 388234



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