

A meeting of the **OVERVIEW AND SCRUTINY PANEL (ENVIRONMENTAL WELL-BEING)** will be held in **CIVIC SUITE 1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, CAMBS PE29 3TN** on **TUESDAY, 12 JULY 2011** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. MINUTES (Pages 1 - 6)

To approve as a correct record the Minutes of the meeting held on 14th June 2011.

**Mrs A Jerrom
388009**

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. FORWARD PLAN (Pages 7 - 10)

A copy of the current Forward Plan, which was published on 17th June 2011 is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**Mrs H Taylor
388008**

4. UPDATE ON SURFACE WATER FLOODING ISSUES

To receive an update on surface water flooding issues in St Ives from Anglian Water Collection Manager Mr R Kelly.

5. CAMBRIDGESHIRE FUTURE TRANSPORT "TRANSPORT FOR CAMBRIDGESHIRE" (Pages 11 - 16)

To receive a report by the Transport Team Leader on the Cambridgeshire Future Transport Initiative.

**S Bell
388387
Barry Louth
388441**

6. CCTV PROVISION (Pages 17 - 24)

To receive a report by the Head of Operations updating the Panel on CCTV provision.

**E Kendall
388635**

7. MONITORING OF SECTION 106 AGREEMENTS (PLANNING OBLIGATIONS) (Pages 25 - 40)

To receive a report by the Head of People, Performance and Partnerships, outlining the progress made to date in respect of the expenditure and receipt of money from Section 106 Agreements.

Ms L Wilcox
388650

8. OVERVIEW AND SCRUTINY ANNUAL REPORT (Pages 41 - 56)

To consider and comment upon the draft Overview and Scrutiny Annual Report for 2010/11.

T Roberts
388015

9. WORKPLAN STUDIES (Pages 57 - 64)

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

Mrs A Jerrom
388009

10. OVERVIEW AND SCRUTINY PANEL PROGRESS (Pages 65 - 72)

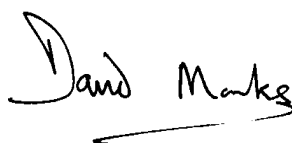
To consider a report by the Head of Legal and Democratic Services on decisions taken by the Panel.

Mrs A Jerrom
388009

11. SCRUTINY (Pages 73 - 80)

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 July 2011



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 A Jerrom, Democratic Services, Telephone: 01480 388009, email: amanda.jerrom@huntingdonshire.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.

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Agenda Item 1

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (ENVIRONMENTAL WELL-BEING) held in Civic Suite 1a, Pathfinder House, St Mary's Street, Huntingdon, Cambs PE29 3TN on Tuesday, 14 June 2011.

PRESENT: Councillor P M D Godfrey – Chairman.

Councillors M G Baker, Mrs M Banerjee, I J Curtis, J W Davies, P Godley, G J Harlock, D Harty, C R Hyams and J S Watt.

Co-opted Members – Messrs D Hopkins and M Philips.

4. MINUTES

The Minutes of the meetings of the Panel held on 12th April and 18th May 2011 were approved as a correct record and signed by the Chairman.

5. MEMBERS' INTERESTS

No declarations were received.

6. FORWARD PLAN

The Panel considered and noted the current Forward Plan of Key Decisions (a copy of which is appended in the Minute Book) which had been prepared by the Executive Leader of the Council for the period 1st June to 30th September 2011. Members requested sight of items entitled Great Fen Supplementary Planning Document, Cambridgeshire Green Infrastructure Strategy, Residential Travel Plan and St Ives West Urban Design Framework prior to their consideration by the Cabinet.

7. TRAVELLER SITES

(Councillor N J Guyatt, Executive Councillor for Strategic Planning and Housing and Councillor R B Howe, Ward Member for Upwood and The Raveleys, were in attendance for consideration of this item).

With the aid of a report by the Head of Planning Services (a copy of which is appended in the Minute Book) the Panel gave consideration to a draft response to the Government's consultation on "Planning for Traveller Sites". The Executive Councillor for Strategic Planning and Housing reported that comments which had been raised at a recent Member Seminar had been incorporated within the draft response.

In response to a question by a Member on the means by which the Gypsy and Traveller Accommodation Needs Assessment would be undertaken, the Head of Planning Services reported on the challenge faced by the Council as the Planning Authority to define and assess local needs in this respect. Members were informed that the County

Council would carry out the Assessment and that the methodology employed to undertake this work would be discussed with the County Council's Research Officer. They accepted a suggestion that they should discuss the methodology with the Officer who would be responsible to conducting the Assessment.

The Panel's attention was drawn to two recent decisions by the Planning Inspectorate, which overturned the Council's refusal of planning applications for permanent and temporary traveller pitches in the District. Members concurred with the view that this was reflective of the future requirement to make provision for such sites at a local level.

Councillor R B Howe, Ward Member for Upwood and The Raveleys, addressed the Panel on the predicted growth in traveller numbers identified within the Regional Spatial Strategy and expressed the view that the timeframe for the prediction of 15 years was inappropriate given that by their nature, travellers were a transient community. The number of travellers within the District would not be as significant as anticipated. Councillor Howe also commented that a more appropriate model for traveller sites was required and that it should take into account its effect on adjacent communities.

Arising from discussions on each of the questions raised in the consultation, the Panel commented on the need for travellers to have access to the necessary infrastructure and for the issue of separation between the traveller and local communities to be addressed when identifying future site provision. The Head of Planning Services reported that the Council generally planned to encourage the establishment of smaller sites for travellers. Past experience revealed that smaller sites were preferred by both travellers and local communities. Members welcomed this approach.

The Panel discussed whether the same tests of sustainability should be applied to traveller sites and other housing sites. Whilst Members recognised that there was public interest in having consistency in this respect, the view was expressed that the two communities would regard sustainability differently. Having expressed their satisfaction with the content of the Council's response, which was required by the 6th July 2011, the Panel

RESOLVED

that the Cabinet be recommended to endorse the content of the Council's formal response to the consultation on the draft Planning Policy Statement "Planning for Traveller Sites" as appended to the report now submitted.

8. PRELIMINARY DRAFT COMMUNITY INFRASTRUCTURE LEVY CHARGING SCHEDULE

(Councillor N J Guyatt, Executive Councillor for Strategic Planning and Housing, was in attendance for consideration of this item).

The Panel gave consideration to a report by the Head of Planning Services (a copy of which is appended in the Minute Book) proposing a Preliminary Draft Community Infrastructure Levy (CIL) Charging

Schedule for consultation.

Having been informed that under the CIL the Council would be responsible for collecting contributions from developers, the Panel noted that the new scheme would give the Council the power to influence how the levy was spent. In order to introduce the CIL the Council was required to establish an appropriate policy outlining the charges to be imposed, the process to be employed when determining the allocation of funding and the monitoring and accountability mechanisms that would be in place to ensure there was sound governance.

In response to a question on the level of resources that would be required to administer the scheme, the Head of Planning Services informed the Panel that service level agreements would be established with the beneficiaries of levy funds. Members commented on the need to include a requirement that clear and transparent detailed information was produced on the delivery of projects within the terms of the agreements. In noting that the Planning Authority would be required to produce an annual report on the CIL for submission to the Government, Members requested sight of this report as a matter of course at a future Panel meeting.

The Panel discussed a number of matters relating to the Draft Charging Schedule. It was noted that the administrative costs that could be charged to the CIL were legally limited to 5% of the income from it. It also was reported that the CIL Charging Schedule would be updated regularly to take into account changes to local circumstances. The Panel discussed the process through which other public sector bodies would negotiate the amount they received through the CIL and noted that Members would be involved in determining the funding of local infrastructure projects. It was suggested that a "plain English" version of the document was made available on the Council's website.

Having expressed their satisfaction with the content of the document and following requests for an opportunity to review the comments received through the consultation before the Charging Schedule was adopted, the Panel

RESOLVED

that the Cabinet be recommended to approve the Preliminary Draft Community Infrastructure Levy Charging Schedule for the purposes of consultation.

9. PERFORMANCE MANAGEMENT

The Panel considered a report by the Head of People, Performance and Partnerships (a copy of which is appended in the Minute Book) containing details of the Council's performance against its priority objectives in the quarter to 31st March 2011. Members endorsed for submission to the Cabinet the comments of the Corporate Plan Working Group, particularly with regard to the objectives where targets had not been achieved. Having endorsed a suggestion by the Corporate Plan Working Group that Overview and Scrutiny should continue to monitor the Council's performance following the adoption

of the new Council Plan in April 2011, it was

RESOLVED

that the Cabinet be invited to consider the Panel's comments as part of its deliberations on the report by the Head of People, Performance and Partnerships.

10. OVERVIEW AND SCRUTINY PANELS - SCHEME OF CO-OPTION

The Panel gave consideration to a number of suggested changes to the Scheme of Co-option for Overview and Scrutiny Panels. Having noted that the changes had been proposed by the Co-opted Members and reviewed at a recent meeting of the Chairmen and Vice-Chairmen of the Panels, it was

RESOLVED

that the revised Scheme of Co-option for Overview and Scrutiny Panels now submitted be adopted.

11. REMIT AND WORK PROGRAMME

Consideration was given to a report by the Head of Legal and Democratic Services (a copy of which is appended in the Minute Book) reviewing the Panel's programme of studies and providing an opportunity for Members to plan their work programme for the year.

Having noted the membership of the Tree Strategy Working Group, a suggestion by a Member was endorsed that the Working Group should be invited to investigate the reciprocal impact of tree roots and public footpaths on one another. At the request of a Member of the Working Group, it was agreed that a meeting would be arranged to take place in mid-July 2011.

In discussing its work programme for the year, the Panel decided to include the Council's waste collection and recycling policies and the management and maintenance of water courses in the District as potential areas for investigation.

With regard to the progress of their existing studies, Members received brief updates on Heavy Commercial Vehicle parking in the District and flooding at St Audrey Lane, St Ives. The Chairman then drew their attention to concerns which he would be raising with the Managing Director for Communities, Partnerships and Projects in respect of the Great Fen. In light of changes made to the Panel's remit, which had been prompted by the establishment of new Cabinet Portfolios, Members noted that they would now be responsible for monitoring Section 106 Agreements relating to leisure facilities and for ongoing studies into CCTV provision and the provision of play facilities for young people.

RESOLVED

- (a) that the contents of the report be noted;
- (b) that progress in relation to ongoing studies be noted;

- (c) that the Tree Strategy Working Group be requested to investigate the reciprocal impact of tree roots and public footpaths on one another; and
- (d) that the Council's waste collection and recycling policies and the management and maintenance of water courses in the District be included within the Panel's work programme for the year.

12. SCRUTINY

The 114th Edition of the Decision Digest was received and noted.

Chairman

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FORWARD PLAN OF KEY DECISIONS

Prepared by
Date of Publication:
For Period:

Councillor J D Ablewhite
17 June 2011
1 July 2011 to 31 October 2011

Membership of the Cabinet is as follows:-

Councillor J D Ablewhite	- Leader of the Council, with responsibility for Strategic Economic Development	3 Pettis Road St. Ives Huntingdon PE27 6SR Tel: 01480 466941 E-mail: Jason.Ablewhite@huntingdonshire.gov.uk
Councillor N J Guyatt	- Deputy Leader of the Council with responsibility for Strategic Planning and Housing	6 Church Lane Stibbington Cambs PE8 6LP Tel: 01780 782827 E-mail: Nick.Guyatt@huntingdonshire.gov.uk
Councillor B S Chapman	- Executive Councillor for Organisational Development	6 Kipling Place St. Neots Huntingdon PE19 7RG Tel: 01480 212540 E-mail: Barry.Chapman@huntingdonshire.gov.uk
Councillor J A Gray	- Executive Councillor for Environment	Shufflewick Cottage Station Row Tilbrook PE28 OJY Tel: 01480 861941 E-mail: JG@novae.com
Councillor T V Rogers	- Executive Councillor for Resources and Customer Services	Honeysuckle Cottage 34 Meadow Lane Earith Huntingdon PE28 3QE Tel: 01487 840477 E-mail: Terence.Rogers@huntingdonshire.gov.uk
Councillor T D Sanderson	- Executive Councillor for Healthy and Active Communities	29 Burmoor Close Stukeley Meadows Huntingdon PE29 6GE Tel: (01480) 412135 E-mail: to(M)Sanderson@huntingdonshire.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
Cambridgeshire Future Transport - OOtransport for Cambridgeshire***	Cabinet	21 Jul 2011	Cambs Future Transport Programme	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Consider findings, preferred options and countywide funding alignment	N J Guyatt	Environmental Well-Being
Communicating with Residents	Cabinet	21 Jul 2011	None.	Mrs C Garbett, Head of People, Performance & Partnerships Tel No. 01480 388459 or email Corrine.Garbett@huntingdonshire.gov.uk		T V Rogers	Economic Well-Being
One Leisure, St. Ives - Proposal for Development	Cabinet	21 Jul 2011	None.	Simon Bell, General Manager, One Leisure Tel No. 01480 388049 or email Simon.Bell@huntsdc.gov.uk	Overview and Scrutiny Panels	T D Sanderson	Social Well-Being
Nuisance Vehicles***	Cabinet	22 Sep 2011	None.	Sonia Hansen, Development and Community Manager Tel No. 01480 388630 or email Sonia.Hansen@huntingdonshire.gov.uk		J A Gray	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
Call Centre Post 2012 - Infrastructure, Scope, Partnering Arrangements and Location***	Cabinet	22 Sep 2011	None.	Chris Hall, Head of Information Management Division Tel No. 01480 388116 or email Chris.Hall@huntingdonshire.gov.uk		T V Rogers B Chapman	Economic Well-Being
Great Fen Supplementary Planning Document	Cabinet	22 Sep 2011	Great Fen SPD	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388340 or email Paul.Bland@huntsdc.gov.uk	Endorse as Council policy (further details required)	N J Guyatt	Environmental Well-Being
Cambridgeshire Green Infrastructure Strategy	Cabinet	22 Sep 2011	Cambs County Council-Led Project	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388340 or email Paul.Bland@huntsdc.gov.uk	Endorse as Council Policy (subject to County Council progress).	N J Guyatt	Environmental Well-Being
Residential Travel Plan	Cabinet	22 Sep 2011	Cambs County Council-Led Project	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388340 or email Paul.Bland@huntsdc.gov.uk	Endorse as Council Policy (subject to County Council progress).	N J Guyatt	Environmental Well-Being
St. Ives West Urban Design Framework	Cabinet	22 Sep 2011	Agreed Urban Design Framework	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntsdc.gov.uk	Adopt as Council policy	N J Guyatt	Environmental Well-Being
Financial Strategy	Cabinet	22 Sep 2011	Previous Year's Budget Report - Various Annexes	Steve Couper, Head of Financial Services Tel. 01480 388103 or email Steve.Couper@huntingdonshire.gov.uk	Overview and Scrutiny (Economic Well-being) – 8th September 2011	T V Rogers	Overview and Scrutiny (Economic 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
Developer Contributions Supplementary Planning Document***	Cabinet	20 Oct 2011	Local Infrastructure Framework	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Approve for public consultation.	N J Guyatt	Environmental Well-Being
Planning Proposals Development Plan Document	Cabinet	20 Oct 2011	Updated SHLAA, Employment Land Review, Updated Retail Study	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntsdc.gov.uk	Approve findings for consultations as preferred options.	N J Guyatt	Environmental Well-Being
RAF Brampton Urban Design Framework	Cabinet	20 Oct 2011	Agreed Urban Design Framework	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Adopt as Council Policy.	N J Guyatt	Environmental Well-Being

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

5TH JULY 2011
12TH JULY 2011

21ST JULY 2011

CAMBRIDGESHIRE FUTURE TRANSPORT INITIATIVE (Report by Head of Planning Services)

1. INTRODUCTION

1.1 Following an announcement by the County Council at the beginning of 2011, that by April 2015, all public transport subsidies would end across Cambridgeshire, partners have been looking at alternative ways of meeting county-wide transport needs.

1.2 A Transport Summit was held at March Town Hall in February 2011, and broad agreement was reached amongst those involved in the delivery of passenger transport and with an interest in transport outcomes, to work collaboratively to see what could be achieved working across organisational boundaries. Following the Summit, the partners agreed an ambition to join up resources, priorities, people and journeys, together with transport operators to achieve wider community benefits through a more efficient, effective and co-ordinated approach to passenger transport.

1.3 In total around £34m is spent annually on passenger transport in Cambridgeshire, including:

- ◆ Statutory home to school transport
- ◆ Special Educational Needs transport
- ◆ Social Services transport including adults with learning disabilities and Looked After Children
- ◆ Concessionary Travel Scheme
- ◆ Subsidised bus services
- ◆ Community Transport
- ◆ Health transport

The County Council provides by far the largest resource - around £30 million, although health is also significant (£4.6 million) and contributions of around £0.5 million are provided by the City and District councils. The current Hunts DC budget for Rural Transport support in 2011/12 is £83.5K.

2. BACKGROUND

2.1 A cross-authority member led Governance group is overseeing this work and includes the County Council, NHS Cambridgeshire, Cambridgeshire ACRE, with Hunts DC also represented on this

Group. It is supported by a Solutions group of representatives from across all sectors, including transport operators, who have developed a possible delivery model with support from consultants, Blue Marble and funding from Improvement East. Again, Hunts DC officers have been involved in this work. The key design principles emerging are:

- The creation of a single point of focus and contact for all county-wide passenger transport policies and outcomes
- separate out decision-making on county-wide universal outcomes from local tailored priorities
- create local consortia that are owned by communities and are legally accountable for delivering county-wide outcomes (including statutory requirements)
- create a light-touch joint strategic commissioning entity that brings together resources from the funding bodies; this entity to be focused on wider community outcomes such as access to jobs, skills, services, shopping, health and leisure
- determination of local transport priorities to become the responsibility of the local consortia
- local consortia to be granted incentives to financially generate other improved service accessibility and transport innovations, particularly from any savings that result from the new arrangements when compared to those that exist at present

2.2 The actual nature of the local transport consortia is yet to be finalised but current work is piloting a small number of 'Pathfinder Projects' that should allow different approaches to be tested. The three work-streams being pursued are:

1. Testing the local transport consortium approach through:
 - a) An internal grass roots review of all transport services in the northern part of Cambridgeshire, including linkages to neighbouring counties such as Lincolnshire and Norfolk, and;
 - b) an external review of transport in the west of Cambridgeshire to determine potential benefits of moving to a social enterprise model, again including linkage to other parts of the County as well as cross-boundary including Northants and Peterborough
2. Testing of private enterprise micro-franchises for possible services anywhere across Cambridgeshire where needed to provide additional capacity in locations of greatest need and to complement and support existing provision
3. Testing how a joint strategic commissioning body, 'Transport for Cambridgeshire', could provide the focus for a new governance model and county-wide support functions, including:
 - the governance model needed to support alignment of statutory priorities and budgets

- supporting development and commissioning of transport enterprises
- single point of customer contact and shared support, including procurement

2.3 Work is ongoing to develop the strategic business case for this new approach to try and determine the potential benefits of the model and the results of the Pathfinder work.

2.4 Health partners from the Primary Care Trust (PCT) are members of the project. However, as this work has implications beyond the life of the PCT, work will be undertaken to ensure that GP Commissioners (or their final equivalent) are engaged in future discussions, agreements and final decisions on the overall Business Case.

3. THE WAY FORWARD

3.1 It is anticipated that one or more of the Pathfinders will go live by the end of the year and that roll out of local transport consortia will take place over the next few years. Meanwhile, work will be undertaken to develop the strategic business case for future consideration.

3.2 Following consideration by all the partners across the County, work is programmed to continue as set out below and will be coordinated through the Governance Group

Aug- Sep 2011	<p>Refine Pathfinder pilots and develop the concept of 'Transport for Cambridgeshire' with partners.</p> <p>Development of a single point of customer contact.</p> <p>Test market appetite for and pre-piloting of a micro-franchise Pathfinder.</p> <p>Continue work on developing local transport consortia Pathfinders</p> <p>County Council Cabinet (27 Sept. 2011) to seek final approval for Pathfinders and micro-franchise trial</p>
Oct- March 2011	<p>Launch Pathfinders – in Fenland/North Cambs and Hunts/West Cambs and ountywide micro-franchise scheme.</p> <p>Early 2012 - Final Business Cases and partner decisions on roll out.</p>
April 2012	Roll out across Cambridgeshire

3.3 The Governance Group considers that bold steps are needed in moving this work forward so that real change in passenger transport can be delivered as soon as possible. As Passenger Transport Authority for Cambridgeshire, the County Council Cabinet is being

asked on 5th July 2011 to approve the following recommendations for further development:

- a) The principle of establishing a 'Transport for Cambridgeshire' partnership to oversee the Cambridgeshire Future Transport project and enter into discussions with partners to develop this concept further.
- b) Invite the passenger transport funding partners in Cambridgeshire to enter into discussions regarding the sharing of their passenger transport budgets to deliver more effective transport services
- c) Develop Pathfinder projects for local passenger transport consortia as set out in this report.
- d) Invite expression of interest from businesses and organisations wishing to contribute to the provision of local passenger transport.

4. IMPLICATIONS

4.1 The following bullet points set out details of implications identified to date:

- Supporting and protecting vulnerable people when they need it most - The new model would allow the partnership to explore the potential to innovate and improve service accessibility through a more integrated and efficient approach to delivering transport in line with statutory and discretionary policies
- Helping people live healthy and independent lives in their communities - It is anticipated that Cambridgeshire Future Transport will be able to deliver wider community outcomes through identifying practical, achievable and sustainable solutions that will achieve greater value for money.
- Developing the local economy for the benefit of all - The new model aims to stimulate market innovation and response as well as open opportunities to create new joint community ventures. The model should enable the partnership to support enterprise, accelerate improvements and deliver more services in addition to those of a statutory nature through incentivising local providers to offer responsive and efficient services.

4.2 The key principles of the model will mean local consortia will be owned by communities and will be legally accountable for delivering county wide outcomes (including statutory requirements). The joint strategic commissioning entity will bring together resources from the funding bodies to provide procurement and business support for local

consortia; this entity will be focused on wider community outcomes such as access to jobs, skills, services, shopping, health and leisure.

4.3 In terms of resource and performance implications, the proposals are dependant on the outcomes of the Business case and the 'sharing' of relevant County transport budgets as well as those of the NHS, Districts and City, and others. Support from Improvement East has facilitated the progress of the work and the successful recruitment of a Co-ordinator on a one-year contract means that the momentum of the project can be maintained. Overall the project is designed to deliver substantial savings in transport budgets.

4.4 There are Statutory, Risk and Legal implications as follows;

- A 'Transport for Cambridgeshire' partnership would signal a new approach to shared delivery across sectors and provide a basis for coordinating the Pathfinders and sharing resources
- The voluntary sector and neighbouring authorities have also been engaged throughout the development of the model
- The model will encompass Statutory countywide policies including Special Educational Needs children, Looked after Children, Home to School, Concessionary fares and Non-emergency Passenger Transport policies.
- It will be necessary to fully understand any statutory transport provision for which policy does not exist in order to avoid ambiguities and uncertainties among the Local Transport Consortia or other transport delivery bodies (for example, within existing arrangements, many precedents evolved over time which are not enshrined in formal County policy)
- The model will also cover discretionary countywide policies such as support for community transport, subsidised bus routes and times and any extension to statutory provision.

4.4 In terms of engagement and consultation, this will take place with service users and communities as part of the ongoing work on a Community Impact Assessment under the auspices of the Governance group in order to identify the potential impacts of any changes to policies, services and functions. The opportunities and potential arising from a new delivery model will also need to be integrated into the wider consultation planned, which will be seeking views on the principles of making cuts to bus subsidies and the impact of this on specific routes.

5.0 THE IMPLICATIONS FOR THE DISTRICT COUNCIL

5.1 As outlined in this report, we have been actively involved in this work to date at a Governance and Solutions level and have been supporting the aims and objectives of this work in seeking to secure better overall levels of accessibility and transport service provision for the residents of Huntingdonshire.

- 5.2 For many years, the Council has financially supported Community transport based services across the District in terms of the types of key services that are run in order to meet crucial day to day needs of residents as well as providing grant funding to support vehicle replacement, support for back office functions and the support and development of these charity-based organisations.
- 5.3 Under the new arrangements if they come to fruition, this situation should be reinforced and provide improved, locally based and tailored key services to meet local needs. Our current budget to contribute to these forms of initiative is £83.5K per annum and under these suggested arrangements from 2012/13 onwards, we would agree to align this budget with other partners as part of the wider scheme objectives.
- 5.4 It is however important to note that in agreeing to align this budget, the District Council would still seek to ensure that a suitable mechanism is in place to protect our local interests and needs and to also ensure that current services delivered through Service Level Agreements are either maintained or replaced by new arrangements in order to ensure, as far as practicably possible, that no service provision currently provided is lost as a result of these new emerging arrangements.

5. RECOMMENDATION

It is RECOMMENDED to;

- a) **Note and support the on-going development of the Cambridgeshire Future Transport Initiative and the Governance and Solutions Groups work and;**
- b) **Agree the principle of aligning the current District Council Rural Transport budget with other Cambridgeshire partners within the Future Transport Initiative in order to deliver more effective transport services, subject to the protection of existing services or their replacement as part of the overall project.**

BACKGROUND INFORMATION

Governance and Solutions Groups papers

Contact Officers: **Stuart Bell – Transport Team Leader**
 Barry Louth – Transport Planning Officer
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27TH JUNE 2011

OVERVIEW & SCRUTINY
(ENVIRONMENTAL WELL BEING)

12TH JULY 2011

UPDATE ON CCTV (Report by the Head of Operations)

1. PURPOSE

- 1.1 To set out the progress made on making savings in CCTV, the budget for CCTV for 2011/12, progress on negotiations with partners and options for the future operation of the CCTV service.

2. BACKGROUND

- 2.1 The Council set out the draft budget in November 2010 the requirement to make £129k savings in the CCTV service for 2011/12 then to 'mothball' the service from April 2012 with a saving of £300k.
- 2.2 Concern was raised by partner agencies, Huntingdonshire Business Against Crime (HBAC) and some council members about the proposal to mothball CCTV. It was not clear from the budget paper exactly what was envisaged by mothballing but the budget showed a zero figure to run CCTV from 2012 which would mean that the entire service would have to be shut down.
- 2.3 Members from the Overview and Scrutiny Panels have requested further information about possible ways to maintain a CCTV service.
- 2.4 This report sets out possible options for the CCTV service.

3. KEY BENEFITS OF CCTV SERVICE

- 3.1 The CCTV service in Huntingdonshire is involved in a wide range of incidents amounting to 2297 incidents during 2010. A breakdown of these incidents is in Annex A.
- 3.2 The functions and benefits of the Huntingdonshire CCTV service are –
- Reducing crime and fear of crime and promoting community safety.
 - Detection and apprehension of offenders of crime and anti-social behaviour, in particular crimes specific to town centres, night time economy and car parks.
 - Partnership working with shops and pubs through Shopwatch, Pub Watch, Shop Safe radio link, Huntingdonshire Business Against Crime.

- Partnership working with police – evidence reviews, police airwaves radio link, images linked into police HQ, Automatic Number plate recognition.
- Finding missing persons.
- Staffing the out-of- hours emergency help line for the council.
- Responding to calls on help points, for example in the disabled car park in Huntingdon.

3.3 A recent National CCTV User Group survey found

- 90% of respondents support the use of public area CCTV by local authorities.
- 82% believe CCTV saves money by reducing police and court time.
- 71% believe that CCTV in public areas makes them feel safer and reduces crime.
- 63% believed that crime and disorder would increase if CCTV was removed in their area.

4. BUDGET SAVINGS ACHIEVED

4.1 The council reduced the budget for CCTV by £129k in 2011/12. In order to achieve these savings a number of changes have been made to the service which include -

- The mobile CCTV was discontinued and the equipment and vehicle either recovered or sold. This has saved the running costs of the vehicle. The CCTV van supervisor post was deleted and the job holder transferred into the Street Ranger service, to replace staff leaving through the voluntary redundancy scheme.
- The CCTV Team Leader was given voluntary redundancy which gave some saving to the service – although this post was funded by the management unit and covered other duties as well as CCTV.
- One CCTV Operator post was deleted – this was a vacant post so there were no redundancy costs.
- The CCTV control room is no longer guaranteed to be open 24/7. Sickness and leave used to be fully covered through use of casual staff and / or overtime or time off in lieu. Casuals are rarely used now. However the busiest periods are always covered (Friday and Saturday nights) and cameras are still on record when operators are not available.
- The number of CCTV fixed line cameras has been reduced by twenty five. This has achieved significant savings in line rental for the fibre optic cable and in maintenance and replacement

costs. The cameras which were decommissioned were those which were least used in incidents or where there was some duplication of coverage.

- A collaborative tender with three other district councils for the CCTV maintenance contract was undertaken with the new contract commenced in April at a significant cost saving to the authority.
- CCTV control room employees are no longer supplied with uniforms.

5. BUDGET 2011/12

5.1 The key budget expenditure items for 2011/12 are

- Staff costs (2 FTE Supervisors and 6.8FTE Operators) £216k
- Transmission line rental (84 fibre optic line cameras) £95k
- System Maintenance (control room equipment and 93 cameras) £45k

5.2 The total budget for CCTV for the year is £368k but the internal recharges increase this by £132k to a total of £500k.

6. 'MOTHBALLING' THE CCTV SERVICE

6.1 The CCTV service cannot be temporarily closed or 'mothballed' at nil cost and then re-opened at a later date.

6.2 The system would still have to be maintained which would cost around £40k a year, line rental charges are £95k and there would be redundancy costs if the staff team were to be deleted.

6.3 There would be significant set up costs if the council then later decide they want to reinstate the service, for example, if crime and antisocial behaviour suddenly increase once the cameras were removed.

7. CONTRIBUTIONS FROM PARTNERS

7.1 Police

7.1.1 Cambridgeshire Constabulary have been formally asked to make a financial contribution to the running costs of CCTV based on the usage that they make of the service which is –

- Police officers make frequent requests to view evidence from the CCTV system. They made 798 visits to review evidence in 2010.
- Copies of evidence are burnt onto DVDs or hard drive free of charge.

- Police have almost exclusive use of four fixed line CCTV cameras for their Automatic Number Plate Recognition system which helps them to target known offenders through vehicle registration plates.
- Police on occasions base themselves in the control room for prolonged periods to monitor the CCTV cameras for directed surveillance operations using the Regulation of Investigatory Powers Acts (RIPA) provisions.
- The police use the council's CCTV evidence to release to third parties, such as the BBC for Crime watch.

7.1.2 The Police have considered their priorities, and following discussions at a senior level, have indicated that they would be unable to contribute anything to the running costs of CCTV. Although it would not be in the spirit of partnership working the Council could invoice the Police for every evidence review, copying of evidence onto DVD and any special operations where they require targeted surveillance. However the council do have a duty under the Crime and Disorder Act 1998 to work in partnership with the police and other agencies to reduce crime and to consider the implications on crime and disorder in any decision making.

8. TOWN AND PARISH COUNCILS

- 8.1 Discussions are taking place with town and parish councils in an attempt to negotiate and secure financial contributions towards the CCTV service to help in keeping the service running. Any contributions will reduce the revenue cost to the Council of running the CCTV service.
- 8.2 Other local authorities such as Fenland already receive financial contributions from their local town councils toward their CCTV service.

9. MONITORING CAMERAS FOR EXTERNAL COMPANIES

- 9.1 There is a potential for monitoring cameras for third parties and receiving income from this. However in order to comply with national CCTV guidelines all of the operators would need to be Security Industries Authority licensed. There would be a cost involved in doing this of around £3k.
- 9.2 Now the control room is not guaranteed to be open 24/7 it is less easy to sell the services for monitoring cameras or alarms to third parties.
- 9.3 In order to win private sector contracts to there would need to be time spent in bidding for contracts. With the deletion of the CCTV team leader post this capacity is now somewhat limited.

10. FURTHER SAVINGS / INVEST TO SAVE

- 10.1 The current transmission line rental for the 84 fibre optic cables to the CCTV cameras across the district is around £95k per annum – this equates to roughly £1.1k per fixed line camera. There are currently two wireless cameras with line of sight to the control room. There are no line rental charges for these cameras. A further six cameras at satellite sites run on a broadband system and are viewed on a laptop. One camera is monitored via an external website for the Environment Agency.
- 10.2 The fixed line cameras could be converted to wireless transmission where the running costs are much lower. However the infrastructure set up costs are high for a large geographical area such as Huntingdonshire and it would require significant capital investment to reduce transmission costs.
- 10.3 An approximate cost to install a complete wireless infrastructure for Huntingdonshire would be around £400 - £500k which would then save the transmission line rental of £95k per annum and would allow further cameras to be added with much lower running costs. If there is some certainty to the future of CCTV then this could be considered as an 'invest to save' project.

11. JOINING WITH OTHER CCTV SYSTEMS

- 11.1 Consideration has been given to the possibility of merging CCTV systems with other councils.
- 11.2 Technically it is possible but there are barriers and costs involved. Merging two systems will involve significant capital investment in the infrastructure to enable the two control rooms to be merged into one. Staffing costs and running costs would be less with one merged control room but there would be TUPE and redundancy issues to deal with. The other issue is that in busy periods one or other of the partners cameras may take less priority and if the partner was larger city area it would probably mean this Council's cameras receiving less attention.
- 11.3 Discussions have and are still taking place with some other neighbouring authorities. However so far a model has not been found that projects sufficient savings for Huntingdonshire to make a merger a viable proposition.

12. USE OF VOLUNTEERS

- 12.1 It has been suggested that consideration should be given to the use of volunteers as operators in the CCTV control room.
- 12.2 The CCTV system in East Cambridgeshire is staffed by volunteers for a few hours on a Friday and Saturday evening watching a small number of cameras on one screen. It is not a comparable role to the

complex job carried out by the CCTV Operators employed in the CCTV system in Huntingdonshire.

- 12.3 Volunteers need training and supervising and would have to be counter terrorism checked by the police before they were allowed to work on their own and use the police airwaves radio. It takes around 6 months to get a full time operator up to a level where they can take full command of the control room single shifted. A volunteer working a few hours a week would take much longer to get up to speed unless they had previous experience in CCTV.
- 12.4 There is also the challenge to the council of unfair dismissal if the CCTV staff were made redundant and then replaced with volunteers.

13. OUTSOURCING

- 13.1 Consideration can be given to outsourcing CCTV which could provide a less expensive way to run the CCTV service with just an annual charge by contractor. Some discussions have taken place with two companies about this option.
- 13.2 The council would need to agree to a contract over a minimum of five years to make it a worthwhile for the private sector to bid for. It is an option that can be pursued if some certainty was given to future funding and if the council is committed to outsourcing services.
- 13.3 It would mean the loss of some control and would be subject to TUPE, but potentially the service could be run more cheaply by the private sector. This largely due to lower running costs of a private sector company but also because they can make investment in the infrastructure to reduce the running costs, for example by installing a wireless network to reduce the transmission line rental costs.


14. CONCLUSION

- 14.1 The outcome of discussions with Town and Parish Councils and other local authority partners will be key as this may provide some useful revenue, or cost savings to enable the continuation of the CCTV service at a reduced cost.
- 14.2 A decision on the future of the CCTV service is required by the Autumn of this year to enable the preparation of MTP bids and budgets for the next financial year.

15. RECOMMENDATION

The Panel is asked to note the contents of this report pending a final report on the costed options being considered by Cabinet in September.

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Background Papers: Home Office Research Study 292 Feb 2005
Assessing the Impact of CCTV by Martin Gill and
Angela Spriggs
CCTV User Group National CCTV Survey

ANNEX A

Huntingdonshire CCTV Incidents recorded in 2010

INCIDENT CATEGORY	ANNUAL TOTALS
Affray	100
Alarm Activation	58
Anti Social Behaviour	159
Arson (Fire Malicious)	3
Assault	149
Breach of Bail Conditions/Dispersal Order	6
Burglary	21
Concern for Person	187
Criminal Damage (General)	47
Criminal Damage (Vehicle)	16
Domestic Incident	31
Drink Driving	39
Drug Offences	37
Drunk & Disorderly	29
Drunk & Incapable	15
Emergency Incident (Ambulance)	2
Emergency Incident (Fire)	12
Fraud, Credit Card/Cheque/Banknote	10
General Observation	450
Hoax Calls	32
Indecency	8
Miscellaneous	13
Missing Persons (Adult)	152
Missing Persons (Child)	119
Offensive Weapon	23
Police Incident	22
Public Order	124
Road Traffic Incident	53
Road Traffic Offences	42
Robbery	28
Shoplifting	118
Special Operation	2
Suspicious Activity	82
Suspicious Package	1
Theft	41
Threats to Kill	1
Wanted Person	65
TOTAL	<u>2297</u>
	2297

Note – the General Observation category covers incidents where it involves more than one category such as someone who is drunk and also causing criminal damage. This prevents double counting incidents. Another example would be where the police request the control room watch someone until they arrest them but CCTV are not told why the person has been arrested.

Overview and Scrutiny Environmental Well-Being) Panel
12th July 2011

**MONITORING OF SECTION 106 AGREEMENTS
(PLANNING OBLIGATIONS)**
(Report by Head of People, Performance and Partnerships)

1. INTRODUCTION

1.1 The purpose of this report is to provide the Panel with information on the receipt and expenditure of S106 monies. The report also provides an overview of future benefits from developments that have commenced but where trigger points for collection of the monies have yet to be reached, and future potential benefits from developments which have not yet commenced. The latter two sections allow for forward planning and the integration of potential benefits with other service plans.

1.2 As requested by the Section 106 Advisory Group, a copy of this report has been made available to all Members of the Council.

2. BACKGROUND INFORMATION

2.1 The report has three appendices: Appendix A: Section 106 Account (covering the period 23rd March 2011 to 21st June 2011), Appendix B: Future benefits by location (development commenced, but not yet sufficiently advanced to trigger payments) and Appendix C: Future potential benefits by location (development not commenced).

2.2 **Appendix A** comprises 5 tables:

- **Table 1. Allocated schemes**

These are developments where monies have been received and there is a specific scheme identified.

- **Table 2. Maintenance**

These are developments where monies have been received and are ring-fenced for future maintenance of play equipment and open space. Monies will be spent in accordance with approved maintenance schedules.

- **Table 3. Pending allocation**

These are developments where monies have been received for a general purpose but where a specific scheme has yet to be identified.

- **Table 4. Money spent in the last quarter**

This table shows the actual spend or transfer of monies in the last quarter.

- **Table 5. Non-monetary benefits received**

This details non-cash benefits recorded in the last quarter.

3. DEFERRAL OF PAYMENTS

The following action has been taken on applications for deferrals (the Council's preferred option in the current economic climate) reported on 10 January 2010.

3.1. ID256: An invoice raised in respect of interest for the period 01.10.10 - 31.03.11 in the sum of £1813.84 has now been paid.

3.2. ID 203: The developer Campbell Buchanan requested a payment plan over a 6 month period to help with cash flow. The following proposal was put forward and agreed with the developers.

1. The amount shall be payable by 6 monthly instalments, comprising a first instalment payable on 15 June 2011 of £2600 and the remaining 5 instalments of £2570 on the 1 July and the 1st of each month thereafter;
2. Interest shall be charged on the amount outstanding in accordance with the terms of the Section 106 for late payments and a separate invoice will be raised at the time of the final instalment;
3. If any instalment is not made on time, the whole of the outstanding debt shall become immediately due and payable;

4. RECOMMENDATION

- 4.1. The Panel is invited to review and comment on the contents of the monitoring report.

Note: Members of the Group are invited to submit any detailed requests for further information on schemes prior to the meeting, so that a response can be prepared.

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Appendix A - Section 106 Account

This schedule details S106/Grampian Condition monies that are held in the S106 account until they are needed for maintenance, or transferred to relevant service budgets (or to Town and Parish Councils) when schemes are ready to proceed. Where appropriate, the schedule also includes an expiry date by which time the money must be spent. It divides the account into five sections:

Table 1. Allocated schemes: for which money has been received and is destined to be spent on a specific scheme.

Table 2. Maintenance: money received for future maintenance, usually relating to play equipment or open space. The money will be held in this account until it is drawn down to pay for the maintenance (proportionally over 15 years).

Table 3. Pending allocation: money received for a purpose, but where a specific scheme has yet to be identified.

Table 4. Money spent in the last quarter: money previously held in the account which has been spent or transferred in the last quarter.

Table 5. Non-monetary benefits recorded as received in the last quarter.

Summary

	This quarter	Previous quarter
Allocated schemes (Table 1)	£509,829.79	£570,438.96
Maintenance (Table 2)	£131,991.83	£14,533.76
Pending allocation (Table 3)	£331,867.91	£373,817.02
TOTAL	£973,689.53	£958,789.74

Spent since the last quarter (Table 4)	£147,257.83	£97,805.11
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(Note: This schedule was created 27 June 2011)

Table 1: Allocated schemes

ID	Date Received	Amount	Location	What the money will be spent on	Status	Service responsible	Expiry Date (if any)
New 186: Hinchingsbrooke Park Road, Huntingdon	21/06/2011	£108,226.27	Huntingdon	Commuted sum for onsite facilities & open space maintenance	New Update: Monies to be transferred to maintenance account.	Operations	No expiry clause
199: Roman Way, Godmanchester, Huntingdon	27/11/2003	£12,742.18	Godmanchester	Off-site Facilities Contribution: for the provision of youth and adult play space or other recreational facilities.	New Update: Godmanchester Town Council have awarded tender for construction of MUGA. Indemnity agreement instructed and funds to be shortly transferred.	Operations	No expiry clause
215: 1-3 Hartford Road, Broadway, Huntingdon	23/10/2006	£12,015.44	Huntingdon/ Godmanchester	Off-site Facilities Contribution: for the provision of public open space, recreation and leisure facilities.	New Update: Godmanchester Town Council have awarded tender for construction of MUGA. Indemnity agreement instructed and funds to be shortly transferred.	Operations	22/10/2013
233: Hunt Bus Depot, Bus Depot Site 15 Stukeley Rd, Huntingdon	22/03/2011	£13,399.48	Huntingdon	Provision of offsite recreation and leisure facilities within Huntingdon.	New Update: Monies ring fenced for new MUGA (Multi use games area) project at Swallowbush	Operations	No expiry clause
237: Land north of, Cambridge Road, St Neots	18/09/2010	£20,056.84	St Neots	Multi-Use Games Area (MUGA) Contribution	New Update: £90,000.00 transferred for payment to construct MUGA started June 2011. Remaining balance will be transferred to maintenance accounts once works have been completed.	Operations	No expiry clause
243: Land adj. to, 117A Herne Road, Ramsey	19/10/2011	£5,432.81	Ramsey St Mary's	Bus Shelter Contribution.	Works proposed 2011/12 subject to HDC capital funding availability	CCC Transportation/ HDC Transportation	No expiry clause

St. Mary's, Huntingdon								
244: Cromwell Gardens, London Road, Godmanchester, Huntingdon	11/08/2008	£29,543.59	Godmanchester	Off-site Facilities Contribution: for the provision of youth and adult play space or recreation facilities.	New update: Godmanchester Town Council awarded tender for construction of MUGA. Indemnity agreement Operations instructed and funds to be shortly transferred.	Operations	No expiry clause	
266: Former Model Laundry Site, Ouse Walk, Huntingdon	03/04/2008	£29,088.67	Huntingdon	Public Open Space contribution	New Update: Balance has been ring fenced for a new MUGA at Sallowbush Road.	Operations	02/04/2018	
269: 2 and 2A, Sapley Road, Huntingdon	13/07/2009	£15,180.39	Huntingdon	Open Space contribution	New Update: £10,000 offered to Huntingdon Town Council for improvements to Sapley Road recreation area. Remaining balance relates to works recently completed at Birds Estate.	Operations	No expiry clause	
280: HMP Littlehey, Perry, Huntingdon	16/03/2009	£252,034.12	Perry	Cycle path	The scheme is due for implementation Spring 2011 onwards.	HDC Transport	15/03/2013	
281: Great North Road, Little Paxton, St Neots	31/03/2009	£60,000	Little Paxton	Environmental conservation contribution: Paxton Pits	New Update: Money to be transferred - Money ring fenced for staffing at Paxton Pits Nature Reserve.	Countryside Services	No expiry clause	
281: Great North Road, Little Paxton, St Neots	18/08/2010	£60,336.27	Little Paxton	Environmental conservation contribution: Paxton Pits	New Update: Money to be transferred - Money ring fenced for staffing at Paxton Pits Nature Reserve.	Countryside Services	No expiry clause	
Total		£509,829.79						

Last quarter		£582,437.24				
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Table 2: Maintenance

ID	Date Received	Amount £	Location	What the money has to be spent on	Service responsible
268: Allotments, Constable Leys, Kimbolton, Huntingdon	13/07/2009	£12,890.68	Kimbolton & Stonely	Open Space Maintenance/Facilities New Update: Parish Council are still considering skate park scheme, this would require additional funding and further work is required.	Operations
289: Fisher Way, Godmanchester	03/03/2010	£1,710.38	Godmanchester	New Update: Monies to be transferred to maintenance account.	Operations
30 New 173: Land off Headlands, Fenstanton, St Ives	21/06/2011	£9,164.50	Fenstanton	Commutated Sum New Update: Monies to be transferred to Fenstanton Parish Council for July land transfer	Operations
New 186: Hinchingsbrooke Park Road, Huntingdon	21/06/2011	£108,226.27	Huntingdon	Commutated sum New Update: Monies to be transferred to maintenance account.	
Total		£131,991.83			
Last quarter		£14,533.76			

Table 3: Pending allocation

ID	Date Received	Amount £	Location	What the money can be spent on	Service responsible	Expiry Date (if any)
224: Land at 48 & 50, Newtown Road, Ramsey	18/10/2007	£17,222.38	Ramsey	Provision of open space, recreation and leisure facilities off site within Ramsey. New Update: Ramsey Town Council considering possible schemes as with ID 278	Operations	No expiry clause
230: Land at Springfields School, Thames Road, Huntingdon	14/01/2011	£52,096.00	Huntingdon	Off-site Leisure Contribution New Update: Operations to consider possible schemes by Autumn 2011	Operations	No expiry clause
230: Land at Springfields School, Thames Road, Huntingdon	14/01/2011	£14,171.23	Huntingdon	Recreation and leisure facilities contribution off-site within the town of Huntingdon New Update: Balance has been ring fenced for a new MUGA at Sallowbush Road.	Operations	No expiry clause
236: Crosshall Manor, 516 Great North Road, Eaton Ford, St Neots	16/01/2009	£9,853.35	St Neots	Off site facilities No New Update.	Operations	No expiry clause
238: Land opposite, 15 Church View St Neots	02/02/2010	£28,784.61	St Neots	Off-site Facilities Contribution No New update.	Operations	No expiry clause
241: Land West of Tesco Superstore Barford Rd, St Neots	22/03/2011	£14,035.14	St Neots	NEAP Contribution New Update: Monies to be transferred to Countryside Services to enable works to take place.	Operations	No Expiry Clause

241: Land West of Tesco Superstore Barford Rd, St Neots	22/03/2011	£54,000.00	St Neots	Off-site Facilities Contribution No New Update.	Operations	No Expiry Clause
243: Land adj. to, 117A Herne Road, Ramsey St. Mary's, Huntingdon	14/01/2011	£13,987.22	Ramsey	Commuted sum for open space/young people's play equipment. New Update: Initial discussions with Ramsey Town Clerk have taken place.	Operations	No expiry clause
256: The Elms, Thicket Road, Houghton, St Ives	15/05/2010	£15,718.94	Houghton and Wyton	Adult Recreation Facilities Sum and plan for children's equipped play space New Update: Discussions are ongoing with Houghton & Wyton Parish Council regarding improvement of the pavilion.	Operations	No expiry clause
256: The Elms, Thicket Road, Houghton, St Ives	06/05/2009	£49,450	Houghton and Wyton	Affordable Housing Contribution New Update: AHS has been submitted and is awaiting planners' approval.	Affordable Housing	30/04/2014
278: 3 and 5 Old Station Road, Ramsey	10/05/2010	£21,641.18	Ramsey	Off-site Facilities Contribution New Update: Spending plan submitted for release of £13,374.00 to Ramsey Town Council, indemnity instruction raised. Town Council considering options for remaining balance.	Operations	No expiry clause
NEW 290: 15, Kings Ripton Road, Sapley, Huntingdon	03/05/2011	21,900.00	Sapley	Provision and or Maintenance of children's play space	Operations	03/03/2021

NEW 297: Land At And Including 42, Huntingdon Street, St Neots	06/06/2011	£7,318.47	St Neots	Open Space Contribution No New update.	Operations	No expiry clause
NEW 297: Land At And Including 42, Huntingdon Street, St Neots	06/06/2011	£11,689.39	St Neots	Play Equipment Contribution No New update.	Operations	No expiry clause
Total		£331,867.91				
Last quarter		£373,817.02				

Table 4. Money spent or transferred in the last quarter

33	ID	Date received	Amount £	Location	Spend type	Division
	233: Hunt Bus Depot, Bus Depot Site 15 Stukeley Rd, Huntingdon	22/03/2011	£6,590.00	Huntingdon	Play Equipment Maintenance Contribution	Operations- to Huntingdon Town Council
	233: Hunt Bus Depot, Bus Depot Site 15 Stukeley Rd, Huntingdon	22/03/2011	£16,470.00	Huntingdon	Play Equipment (LAP off-site)	Operations- to Huntingdon Town Council
	237: Land north of, Cambridge Road, St Neots	18/09/2010	£90,000	St Neots	Multi-Use Games Area (MUGA) Contribution	Operations
	264: Crown Street Mews, East Street, St Ives	28/01/2011	£19,108.62	St Ives	Play equipment contribution	Operations- to St Ives Town Council

276: 96 Needingworth Road, St Ives	20/01/2009	£15,089.21	St Ives	Provision of children's casual and equipped play space.	Operations – to St Ives Town Council
	Total	£147,257.83			
	Last quarter	£97,805.11			

Table 5: Non-monetary benefits recorded as received in the last quarter:

ID	Address	Address	Address	Description	Completed
217	Land at	Poplar Farm	Warboys	Transfer of public open space to Warboys Parish Council	June 2011
261	Wigmore Farm	Godmanchester		Open space laid out and play areas installed.	June 2011
223	River Mill	Mill Lane	Little Paxton	Affordable Housing Scheme is submitted (awaiting approval).	June 2011
241	Land West of	Tesco Superstore Barford Rd	St Neots	Affordable Housing Scheme Submitted	February 2011
244	Cromwell Gardens	London Road	Godmanchester	One extra unit delivered on 15 Nov 2010	Nov 2010
254	Land West of	Orchard House Houghton Road	St Ives	AHS has been submitted (awaiting approval)	June 2011

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Appendix B - Future S106 Benefits Listed by Location - developments commenced

This report shows Section 106 clauses with attached monies from developers that have commenced but where trigger points for the collection of the monies have not yet been reached.

Spend Area	ID	Address (Line 2)	Spend Type	Clause Amount	Spending Department
	296	Chapel Street	Cycle Paths	£21,000	CCC
	297	Huntingdon Street		£18,000	CCC
	297	Huntingdon Street	Open Space Contribution	£7,219	Operations
	297	Huntingdon Street	Play Equipment Contribution	£11,530	Operations
Brampton	298	High Street	Off-site Facilities Contribution	£23,250	Operations
Bury	82	Bury Road	Open Space Maintenance	£8,000	Operations
Colne	203	East Street	Recreation Facilities Contribution	£13,000	Operations
Eynesbury	103	Barford Road	On-site Facilities Contribution	£10,000	Operations
Eynesbury	103	Barford Road	Play Area Maintenance	£24,000	Operations
Godmanchester	244	London Road	Play Area Maintenance	£25,000	Operations
Godmanchester	261	Wigmore Farm Silver Street	On-site Facilities Maintenance	£31,125	Operations
Godmanchester	261	Wigmore Farm Silver Street	Open Space Contribution	£75,500	Operations
Godmanchester	261	Wigmore Farm Silver Street	Play Area Maintenance	£20,000	Operations
Hemingford Grey	262	London Road	Off-site Facilities Contribution	£6,500	Operations
Houghton & Wyton	256	Thicket Road	Affordable Housing Contribution	£48,000	Housing
Huntingdon	75	Kings Ripton Road	On-site Facilities Maintenance	£19,000	Operations
Huntingdon	75	Kings Ripton Road	Open Space Maintenance	£6,120	Operations
Huntingdon	186	Hinchingsbrooke Park Road	On-site Facilities Maintenance	£27,000	Operations
Huntingdon	218	Parkway	Open Space Maintenance	£36,000	Operations
Huntingdon	218	Parkway	Play Area Maintenance	£9,500	Operations
Huntingdon	220	Ullswater and Handscroft Lane	Off-site Facilities Maintenance	£5,000	Operations
Huntingdon	220	Ullswater and Handscroft Lane	Play Area Contribution	£36,000	Operations
Huntingdon	220	Ullswater and Handscroft Lane	Play Area Maintenance	£9,500	Operations
Huntingdon	230	Thames Road	Open Space Maintenance	£40,170	Operations
Huntingdon	230	Thames Road	Play Area Maintenance	£6,180	Operations
Huntingdon	282	Temple Close	Education Contribution	£8,400	CCC Education
Huntingdon	282	Temple Close	Off-site Facilities Contribution	£867	Operations
Huntingdon	282	Temple Close	On-site Facilities Contribution	£15,450	Operations
Huntingdon	283	Brookside	Education Contribution	£26,040	CCC Education
Huntingdon	283	Brookside	Play Area Maintenance	£6,365	Operations
Huntingdon	283	Brookside	Play Equipment Contribution	£25,914	Operations
Huntingdon	283	Brookside	Recreation Facilities Maintenance	£2,937	Operations
Huntingdonshire	282	Temple Close	Play Area Maintenance	£6,180	Operations
Little Paxton	223	Mill Lane	Education Contribution	£400,000	CCC Education
Little Paxton	223	Mill Lane	Open Space Maintenance	£36,000	Operations
Little Paxton	223	Mill Lane	Play Area Maintenance	£24,500	Operations
Little Paxton	223	Mill Lane	Primary Health Care Contribution	£134,000	Primary Care Trust
Little Paxton	223	Mill Lane	Recreation Facilities Maintenance	£2,000	Operations

Note: The majority of transportation contributions are paid to Cambridgeshire County Council and are used in partnership with the district council.

Spend Area	ID	Address (Line 2)	Spend Type	Clause Amount	Spending Department
Ramsey	277	St Mary's Road	Education Contribution	£40,000	CCC Education
Ramsey	277	St Mary's Road	Miscellaneous	£5,000	TBC
Ramsey	277	St Mary's Road	Play Area Maintenance	£12,000	Operations
Sawtry	180	Gidding Road	Play Area Contribution	£16,700	Operations
St Ives	239	Houghton Grange	Off-site Facilities Contribution	£60,000	Leisure
St Ives	239	Houghton Grange	Play Area Contribution	£72,000	Operations
St Ives	239	Houghton Grange	Play Area Maintenance	£23,000	Operations
St Ives	239	Houghton Grange	Primary Health Care Contribution	£18,126	Huntingdonshire PCT
St Ives	239	Houghton Grange	Transport Contribution	£158,490	CCC Transportation
St Ives	239	Houghton Grange	Transport Contribution	£65,000	HDC Transportation
St Ives	254	Orchard House Houghton Road	Off-site Facilities Contribution	£173,555	Leisure
St Ives	254	Orchard House Houghton Road	Play Area Maintenance	£72,000	Operations
St Ives	254	Orchard House Houghton Road	Primary Health Care Contribution	£19,132	PCT
St Ives	254	Orchard House Houghton Road	Transport Contribution	£424,536	CCC Transportation
St Ives	262	London Road	Off-site Facilities Contribution	£9,380	Operations
St Neots	223	Mill Lane	Transport Contribution 2.part	£221,500	CCC Transportation
St Neots	229	Bushmead Road	Amenity Strip Maintenance	£7,200	Operations
St Neots	229	Bushmead Road	Play Area Maintenance	£8,000	Operations
St Neots	236	516 Great North Road	Education Contribution	£12,000	CCC Education
St Neots	236	516 Great North Road	Off-site Facilities Contribution	£6,000	Operations
St Neots	236	516 Great North Road	Transport Contribution	£6,000	CCC Transportation
St Neots	237	Cambridge Road	Education Contribution	£2,200,000	CCC Education
St Neots	237	Cambridge Road	On-site Facilities Contribution	£310,000	Community Initiatives
St Neots	237	Cambridge Road	Play Area Contribution	£141,800	Operations
St Neots	237	Cambridge Road	Transport Contribution	£3,441,000	CCC Transportation
St Neots	241	Tesco Superstore Barford Rd	Education contribution 2.part	£70,000	CCC Education
St Neots	241	Tesco Superstore Barford Rd	Open Space Maintenance	£9,000	Operations
St Neots	241	Tesco Superstore Barford Rd	Play Area Maintenance	£10,500	Operations
St Neots	241	Tesco Superstore Barford Rd	Transport Contribution 2.part	£178,000	CCC Transportation
St Neots	297	Huntingdon Street	Education contribution 2.part	£18,750	CCC
Stilton	295	20 Church Street	Education Contribution	£22,500	Education
Warboys	174	Popes Lane	Open Space Maintenance	£1,043	Operations
Warboys	210	off High Fen Straight Drove	Environmental conservation contribution	£15,000	Trust Fund
Warboys	217	Poplar Farm	Open Space Maintenance	£1,206	Operations
Yaxley	187	Broadway	Open Space Maintenance	£54,000	Operations
Yaxley	195	Broadway	Transport Contribution	£20,000	HDC Transportation
Yaxley	212	Broadway	Open Space Contribution	£22,100	Operations
Yaxley	212	Broadway	Play Area Maintenance	£29,000	Operations
Yaxley	252	Church Street	On-site Facilities Maintenance	£69,300	Operations
Yaxley Area	286	Broadway	Cycle Paths	£40,500	Transportation
Yaxley Area	296	Chapel Street	Open Space Contribution	£8,776	Operations

Note: The majority of transportation contributions are paid to Cambridgeshire County Council and are used in partnership with the district council.

Spend Area	ID	Address (Line 2)	Spend Type	Clause Amount	Spending Department
Grand Total				£9,317,341	

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Appendix C - Future Potential S106 Benefits Listed by Location - developments not commenced

This report shows Section 106 clauses with attached monies from developments that have not yet commenced work

Location	ID	Address	Spend Type	Amount Expected (£)	Service Responsible
Holme	291	St Giles Close	Education Contribution	£20,000	CCC Education
Huntingdon	251	Lancaster House	Transport Contribution	£13,750	CCC Transportation
Huntingdon	265	Brampton Road	Transport Contribution	£40,000	CCC Transportation
Huntingdon	287	California Road	Cycle Paths	£11,200	CCC Transportation
Huntingdon	287	California Road	Heart of the Oxmoor Contribution	£1,035,400	Policy
Huntingdon	287	California Road	Play Area Maintenance	£24,720	Operations
Little Paxton	222	Bydand Lane & rear of Park Crescent	Education Contribution	£4,450	CCC Education
Little Paxton	222	Bydand Lane & rear of Park Crescent	Off-site Facilities Contribution	£16,100	Operations
Little Paxton	222	Bydand Lane & rear of Park Crescent	Primary Health Care Contribution	£14,000	Huntingdonshire PCT
Ramsey	226	Bury Road	Off-site Facilities Contribution	£13,400	Operations
Ramsey	226	Bury Road	Transport Contribution	£7,000	HDC Transportation
Sawtry	284	Gidding Road	Cycle Paths	£10,000	Transport
Sawtry	284	Gidding Road	Education Contribution	£634,600	CCC Education
Sawtry	284	Gidding Road	Transport Contribution	£7,500	Transport
Sawtry	284	Gidding Road	Transport Contribution 1.part	£50,000	CCC Transport
Sawtry	284	Gidding Road	Transport Contribution 2.part	£8,250	CCC Transport
St Neots	270	Kings Lane	Education Contribution	£20,040	CCC Education
St Neots	270	Kings Lane	On-site Facilities Contribution	£16,317	Operations
St Neots	270	Kings Lane	On-site Facilities Maintenance	£6,180	Operations
St Neots	270	Kings Lane	Open Space Contribution	£31,142	Operations
St Neots	270	Kings Lane	Transport Contribution	£18,000	CCC
Yaxley	221	west of 3 London Road	Education Contribution	£14,000	CCC Education
Grand Total				£2,016,049	

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Note: The majority of transportation contributions are paid to Cambridgeshire County Council and are used in partnership with the district council.

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HUNTINGDONSHIRE DISTRICT COUNCIL

OVERVIEW AND SCRUTINY

ANNUAL REPORT 2010/11

OVERVIEW AND SCRUTINY ANNUAL REPORT 2010/11

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INTRODUCTION

The Centre for Public Scrutiny, in its publication *The lion that roared – Giving scrutiny a voice through annual reports* (2011), suggest that Overview and Scrutiny annual reports should answer the question: How does the scrutiny function in my local council contribute to the improvement of public services? This report attempts to answer this question.

Overview and Scrutiny in Huntingdonshire is overseen by a Management Group, which comprises the Chairmen and Vice-Chairmen of the Panels who are:



Councillor Steve Criswell

Chairman of the Social Well-Being Panel



Councillor Philip Godfrey

Chairman of the Environmental Well-Being Panel



Councillor Jason Ablewhite

Chairman of the Economic Well-Being Panel



Councillor Richard West

Vice - Chairman of the Social Well-Being Panel



Councillor David Harty

Vice - Chairman of the Environmental Well-Being Panel



Councillor Gordon Thorpe

Vice - Chairman of the Economic Well-Being Panel

This Report summarises the Panels' activities over the past year and contains illustrations of their impact through the outcomes and results they have achieved.

OVERVIEW AND SCRUTINY IN HUNTINGDONSHIRE

Overview and Scrutiny is the mechanism by which Councils can achieve community leadership, good governance and by which Councillors can become powerful and influential politicians."

Office of the Deputy Prime Minister - 2002

The Centre for Public Scrutiny has defined four principles for effective scrutiny:-

- ❖ Providing 'critical friend' challenge to executive policy-makers and decision-makers;
- ❖ Enabling the voice and concerns of the public and its communities;
- ❖ Being carried out by 'independent minded governors' who lead and own the scrutiny process, and
- ❖ Driving improvement in public services

The Overview and Scrutiny Panels have endeavoured to apply these principles since they were first defined in 2007. They do this through:

- ❖ holding the Cabinet to account;
- ❖ scrutinising decisions, both prior to and after they are made;
- ❖ developing and reviewing policies;
- ❖ monitoring performance; and
- ❖ investigating matters affecting the District.

Overview and Scrutiny provides a forum for Members to exercise active community leadership and governance. As will be seen it also enables them to address the needs of local residents.

Members set their own agenda and are able to work in innovative ways. In this way they can address issues of public concern. Examples of this appear later on.

The Council continues to operate three Overview and Scrutiny Panels, with remits that reflect the Council's duty to promote the social, economic and environmental well-being of the District. This means the Panels are able to scrutinise the Council's collaborative working and any other matters affecting the area as well as the Council's internal operation.

The Panels each have two co-opted Members, who play a full part in their work.

More than one Panel has been involved in reviewing the Council's performance against its priorities, customer services and the New council plan. The next seven pages highlight the achievements of the individual Panels.

OVERVIEW AND SCRUTINY PANEL (SOCIAL WELL-BEING)

- Councillor Steve Criswell - Chairman
- Councillor Richard West – Vice-Chairman
- Councillor Peter Bucknell
- Councillor Stephen Cawley
- Councillor Barry Chapman
- Councillor Mrs Kendal Cooper
- Mr Roger Coxhead
- Councillor Jeff Dutton
- Councillor Ms Patricia Jordan
- Councillor Peter Mitchell
- Mrs Moira Nicholas
- Councillor Peter Reeve

Monitoring of S106 Agreements

The Panel has had a long-standing interest in securing the timely implementation of leisure projects that have been negotiated through S106 agreements. Significant advances have been made in the year in encouraging others to complete the work required of them to enable progress to be made on some projects that have stalled for a considerable period of time.

In addition, the Panel has made recommendations to the S106 Advisory Group on the way monitoring of the implementation of S106 Agreements is carried out. It has since been agreed that a database will be set up to assist with the monitoring process. The database will be available to all Members and will keep them informed of what is going on in their Wards.

Hill rise park, St Ives

Last year the Panel received a petition from local residents requesting the Council take action to deter anti-social drivers from causing noise nuisance late at night in Hill Rise Park, St Ives. A series of actions has been taken. In receiving an update on the effectiveness of them the Panel has been pleased to learn that since their introduction a very low number of nuisances have occurred.

The Social Implications of the Council's Budget Proposals for CCTV

Arising from the Council's plans for its CCTV service, the Panel has received a submission from the Huntingdonshire Community Safety Partnership on the value locally of the service. On the basis of this submission, Members have concluded that the service should be preserved, particularly in light of the

level of investment already made by the Council in it. Members have requested that efforts are made to collaborate with other local authorities and external parties with a view to determining whether they might be interested in buying into the CCTV system. The views also have been expressed that the availability of external funding should not be the deciding factor when a decision on the future of CCTV is taken and that savings should instead be found in other areas. The outcome of negotiations with other parties will be reported to the Environmental Well-Being Panel.

Supporting the Voluntary Sector

Arising from budget proposals not to renew current Service Level Agreements with the voluntary sector as they expire in 2013/14, the Panel has decided to determine the social value of the sector locally. To do this the Panel has interviewed the Chief Executive of the Hunts Forum of Voluntary Organisations. Members have also considered alternative ways in which support might be provided to the voluntary sector. Given the complexity of the sector and the rapid changes to the environment prompted by developments in Localism and the Big Society, the Panel has chosen to investigate the social value of the functions performed by the voluntary groups through a Working Group. The Working Group is expected to report in 2011/12.

Consultation Processes

A study has been concluded on the Council's consultation and engagement policies, procedures and practices. The need for the study emerged following expressions of concern by members of the public at perceived weaknesses in the procedures employed by the Council during recent consultations

The Working Group that was established to undertake this work has recognised that there is a need for the Council's current consultation processes to be improved. They have made a number of suggestions to improve the current practices employed by the Council. The recommendations made have been considered in terms of their ability to support the objectives of the new Council Plan and to meet the challenges presented by recent developments concerning Localism and the Big Society. It is planned that these suggestions will be carried through into a wider review of the Consultation and Engagement Strategy and associated Guidance which is scheduled to commence in 2011/12.

Other Matters

The Panel has also contributed to discussions on the performance of the leisure centres, the Homelessness strategy, the Open Space Strategy for Huntingdonshire, the Cambridgeshire Local Investment Plan, the New Council Plan and the Council's Customer service centres.

Health Scrutiny

The Council is involved in the scrutiny of health matters in a number of ways. Specific responsibility for scrutinizing health rests with the Social Well-Being Panel. Councillor Richard West has been a member of Cambridgeshire County Council's Adults Wellbeing and Health Scrutiny Committee in 2010/11, and Cllr Barry Chapman has been his named substitute.

Over the year, the Adults Wellbeing and Health Scrutiny Committee:

- responded to the Government's proposals for the health service
- scrutinised the County Council's adult social care budget and plans for 2011/12
- scrutinized performance against the 2010/11 adult social care plan
- considered NHS Cambridgeshire's forward plan
- examined Cambridgeshire and Peterborough Foundation Trust plans for mental health services, both in general and in relation to changes to older people's mental health services in Huntingdonshire and Fenland.
- maintained a watching brief on service changes and the implications of the forthcoming franchise arrangements at Hinchingsbrooke Hospital
- examined the development of continuing care and rehabilitation services, changes to dermatology services, and plans to reduce nursing staff at Addenbrooke's Hospital, all of which were of particular relevance to residents of Cambridge City and S Cambs.

The Social Well-Being Panel has been active in health scrutiny in its own right. The Panel's Chairman, Councillor Steve Criswell, has represented the Council and other local stakeholders on the Hinchingsbrooke Stakeholder Panel.

The Social Well-Being Panel also has followed-up its study into car parking charges at Hinchingsbrooke Hospital. The Panel has had an input into the Hospital's plans to simplify further its schedule of charges.

The Panel has responded to NHS consultations on Pharmaceutical services in Cambridgeshire and on the East of England Ambulance Service's Plans to become an NHS Foundation Trust

Partnership / Joint Scrutiny

Finally, the Panel has scrutinised the Community Safety Partnership. The Panel also has undertaken some preliminary work on scrutinising the Huntingdonshire Strategic Partnership's Health and Well-Being Thematic Group and the Children and Young Peoples Thematic Group. However, like the other two Panels, this work has been limited owing to the Strategic Partnership reviewing the way it operates and its structure. The Panel's Co-opted Members have registered an interest in participating in the joint scrutiny with the Cambridgeshire Safer and Stronger Communities Scrutiny Committee on rural crime.

OVERVIEW AND SCRUTINY PANEL (ENVIRONMENTAL WELL-BEING)

- Councillor Philip Godfrey - Chairman
- Councillor David Harty – Vice-Chairman
- Councillor Keith Baker
- Councillor Michael Baker
- Councillor Mrs Madhabi Banerjee
- Councillor John Davies
- Councillor Peter Downes OBE
- Councillor Peter Godley
- Mr David Hopkins
- Councillor Michael Newman
- Mr Mike Phillips
- Councillor John Watt

Planning Conservation

The Panel formed a Working Group to consider and 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. Planning conservation is an emotive and contentious subject which, by its nature, generates strong feelings. The Working Group found that overall the planning conservation process works well in Huntingdonshire and it compares favourably with other authorities. Conservation Officers have been commended for their hard work and enthusiasm. Nevertheless, the Working Group felt that the treatment of applications and communication between conservation officers and residents could benefit from further improvement. A number of recommendations have been made to this effect, some of which have already been implemented.

Flooding in St. Ives

In 2008 the Panel responded to a petition about flooding in the St Audrey Lane area of St Ives and some progress was made. Members have continued to monitor the situation. They have recently been advised by Anglian Water that once their capital expenditure plans have been finalized, improvements will be made to the Broadleas Pumping Station. A representative of Anglian Water will discuss the plans with interested parties.

Trees

In 2010/11 the Panel received the Council's first ever Councillor Call for Action. It requested action to be taken against the scale and timing of the felling of a large number of trees on the former St. Ives golf course and along

Houghton road, St. Ives in advance of the residential development. With specific regard to the site in question, it had been made clear before permission was granted for development at this site that a significant number of trees would be lost. No trees have been removed from the site without prior permission and re-planting is required under the planning permission and other trees are protected by conditions attached to the permission.

The loss of mature trees is of concern to many people and the Panel has accepted that unauthorised works to trees is an issue within Huntingdonshire. Members have responded to the Call for Action by suggesting that improvements are required to the way the Council deals with the problem, either by more rigorous enforcement or by means of improved communication with landowners, developers and the public generally. A strategy for the retention and planting of trees will now be drafted for adoption to help to raise the profile of this issue and encourage good practice and public awareness.

Public Conveniences

Following the submission of a petition to the full Council, the Panel has reviewed the Council's position in respect of public conveniences. The petition was prompted by the Council's decision to reduce its expenditure on their ownership and maintenance. Having discussed the matter with Executive Councillors, the Panel has asked the Cabinet develop a package of help and guidance for town and parish councils to enable them to provide conveniences available for use by the public.

Other Matters

The Panel has contributed to ongoing discussions on the Ramsey Market Town Transport Strategy, car parking, civil parking enforcement, the revocation of the regional spatial strategy, progress against the targets set in the carbon management plan, the "green house" project, abandoned shopping trolleys, St Neots east urban design framework, the Great Fen Project, schools development, the draft local transport plan 2011, mini bring recycling sites, the adoption procedures for the Huntingdon West Area Action Plan, the preparation of special planning documents and wind farm applications.

Joint Accountability Committee

The Local Area Agreement Board (LAA), Cambridgeshire Together, has been scrutinised by the Joint Accountability Committee (JAC). The JAC comprises Members of the County and Cambridgeshire's District Councils. In 2010 Cambridgeshire Together was disbanded in favour of a more streamlined and flexible 'task and finish group' arrangement. Consequently, the JAC also has been disbanded. Once a new partnership arrangement has been established, a corresponding scrutiny system will be established, again involving representation from Huntingdonshire District Council.

OVERVIEW AND SCRUTINY PANEL (ECONOMIC WELL-BEING)

- Councillor Jason Ablewhite - Chairman
- Councillor Gordon Thorpe - Vice-Chairman
- Councillor Terry Bell
- Councillor Eric Butler
- Councillor Mrs Julie Dew
- Councillor Stephen Greenhall
- Councillor Nick Guyatt
- Mr Roger Hall
- Mrs Helen Roberts
- Councillor Michael Shellens
- Councillor Ms Mandy Thomas
- Councillor Darren Tysoe

The Council's Budget and Future Financial Planning

The Economic Well-Being Panel has primarily been occupied with scrutinising the Council's budget and future financial planning. This has been vital work given local and national economic circumstances. The Panel has received several reports and hosted Council-wide debates on the Budget 2011/12 and the MTP 2012/16. As a result a number of challenges have been made to the Council's financial plans. This has necessitated the instigation of a number of pieces of work on the social value of Council functions including CCTV and the voluntary sector.

The Leisure Centres' Financial Performance

This work began with an investigation into the Council's Leisure Centres' future plans and the performance of the hospitality function. It quickly became apparent that extensive and detailed work would be required on this subject. A Working Group was, therefore, established in conjunction with the Social Well-Being panel to carry out this work. The Working Group has the task of reviewing One Leisure's financial performance and making recommendations on the service's future strategic direction including devising a vision and a strategic direction.

Huntingdon Town Centre Re-Development

The Panel has reviewed proposals to redevelop Huntingdon Town Centre. They have endorsed them but have recommended that formal analysis of the risks involved is undertaken and contingency plans devised.

Subsequently, two Members of the Panel took it on themselves to look at the business case for that part of the proposals relating to a multi-storey car park

in Huntingdon. Having reiterated the need for the risks associated with the project to be identified, they have suggested that major projects of this nature should be subject to more rigorous analysis, including documentation of the assumptions that have been made for inflation and the period over which project are costed. On the basis of this work, the Panel has asked that a detailed methodology is introduced for the assessment of projects. A report will be submitted to a future meeting on proposed project assessment criteria.

The Council's Use of Consultants

Following a recommendation to the Cabinet, the Panel has been asked by the Cabinet to review and make recommendations on the Council's use of consultants including the criteria used in the appointment of consultants. The Panel appointed a Working Group to undertake this work, which was completed towards the end of the year. The Working Group began by compiling data on the Council's expenditure on non-permanent employees. This will constitute baseline data against which the Council will be able to assess future trends. The Panel will be involved in this work as it has requested an annual report on planning related spending on consultants. Having examined a number of other matters including budgetary control, a series of recommendations has been developed designed to improve current management practices.

Other Matters

The Panel has had an input into the Greater Cambridge and Greater Peterborough Local Enterprise Partnership, Management of the Council's assets, treasury management, the Council's New headquarters, the risk register, the performance of organisations supported by grants via service level agreements, the Former fire station site and waste recycling centre in St Neots, the economic impact of a14 upgrade and visitor development and town centre vibrancy.

TRAINING AND DEVELOPMENT

During 2010/11 Panel Members received both in-house and externally provided training to improve their scrutiny skills. The Head of Financial Services provided a particularly useful course on local government finance and a trainer from the Centre for Public Scrutiny provided training on developing scrutiny.

A cross-county event titled Questioning Skills for Better Scrutiny was held in March. This was delivered by officers from the Cambridgeshire Scrutiny Network and twenty members signed up from five councils. The feedback from the event was very positive.

NETWORKING

Overview and Scrutiny continues to benefit from an officer-led scrutiny network in Cambridgeshire. During 2010/11 this enabled officers to share the learning from various training sessions, as well as good practice and experience. It also prompted joint scrutiny between the Cambridgeshire local authorities.

Officers also belong to a scrutiny network for the whole of the Eastern Region. This is supported by an extranet, for exchanging work programmes, examples of best practice, training resources and offers of help or advice. Links have been established at the national level with the Centre for Public Scrutiny.

OVERVIEW AND SCRUTINY IN HUNTINGDONSHIRE IN 2011/12

The profile of Scrutiny is changing nationally and much is expected from the Panels in response to the localism agenda: community involvement; scrutiny of and with partners; scrutiny of crime and disorder issues and supporting the scrutiny of health services will all be important areas of work.

The Panels want their 2011/12 work programme to continue to be driven by the quest for value for money. They would like to support the Cabinet in ensuring there is robust performance management.

Between them, the three Panels have begun to develop a programme of work for 2011/12. Topics already identified for possible inclusion are:

- the management and maintenance of water courses;
- changes in the national planning framework;
- the Council's waste management and recycling policies;
- the Employees Performance Development Review process;
- the Council's communication with residents;
- Crime and Disorder Reduction Partnership's performance;
- the Council's housing function including the impact of changes to the Benefits system and the availability of larger houses through the Housing Register.

Studies will be completed on:

- One Leisure Finance;
- the future of CCTV;
- the voluntary sector;
- The Tree Strategy.

The Panels will also following up on the studies they concluded in 2010/11 and oversee the Council's performance against the New Council Plan. A number of avenues are being explored for joint scrutiny with other Cambridgeshire local authorities.

PARTICIPATING IN THE OVERVIEW AND SCRUTINY PROCESS

Further information on the work of the Overview and Scrutiny Panels can be found on the Council's Website – www.huntingdonshire.gov.uk

Overview and Scrutiny needs your help to make sure the Council delivers effective, value for money services. There are a number of ways you can be involved:

1. Come along to a Panel meeting. Dates, venues and agendas of all forthcoming Overview and Scrutiny Panels are posted on the District Council website (use the [Modern.Gov link](#) in Councils and Democracy). These meetings are open to the public.

2. Suggest a topic for inquiry. The Panels welcome ideas for study, provided they:
 - affect a group of people living within the Huntingdonshire District;
 - relate to a service, event or issue in which the Council has a significant stake, or which the Council has an influence;
 - do not duplicate an issue which overview and scrutiny has considered during the last 12 months;
 - do not relate to an individual service complaint - these must be dealt with via the Council's complaints procedure;
 - do not relate to an individual planning or licensing decision or any other matter dealt with by one of the Council's regulatory committees.

3. Write, phone or email the Scrutiny and Review Manager at the District Council with your views on any of the topics that the Panels are currently looking at or issues you think should be drawn to the Overview and Scrutiny Panels' attention.

Democratic Services
Huntingdonshire District Council
Pathfinder House
St Marys Street
Huntingdon
PE29 3TN

Email: Anthony.Roberts@huntingdonshire.gov.uk

Telephone: 01480 388015.

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

5th JULY 2011
7th JULY 2011
12th JULY 2011

WORK PLAN STUDIES
(Report by the Head of Legal and Democratic 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

Environmental and Community Health
Housing
One Leisure
Legal and Democratic Services (part)
People, Performance and Partnerships (part)

Environmental Well-Being

Operations
Environmental Management
Planning Services

Economic Well-Being

Information Management
Financial Services
Customer Services
Legal and Democratic Services (part)
People, Performance and Partnerships (part)

- 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 A Jerrom, Member Development Officer
01480 388009**

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

ONGOING STUDIES

STUDY	OBJECTIVES	PANEL	STATUS	TYPE
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	Final report submitted to the Cabinet's June 2011 meeting.	Working Group
Gypsy & Traveller Welfare	To examine existing gypsy and traveller sites in the District with a view to informing any future Planning Policy on sites.	Social Well-Being	Report requested for submission to a future meeting. Following consultation with the Chairman, agreed that the study would proceed once Government guidance has been issued on future provision requirements.	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).	Social Well-Being	Social Well-Being Panel to consider whether to incorporate this study into their work programme. Further information to be submitted to a future Panel meeting.	To be determined.

Leisure Centre Financial Performance and Employment Structure	<p>To review the overall financial performance and monitoring arrangements. To consider the current / future business structure.</p> <p>To consider whether an increase in income might be made by charging non-residents of the District a higher rate to use the Council's leisure centres.</p>	Economic Well-Being and Social Well-Being	<p>Meetings of the Working Group held on 3rd March, 28th April 2011 and 23rd June 2011.</p> <p>Interim report submitted to Cabinet on 23rd June 2011.</p>	Working Group
Cambridgeshire Local Investment Plan	To review the implications of the Investment Plan upon local housing, to include the potential shortfalls in the delivery of affordable housing within the District, identify what housing is due to come forward and to include reference to the underlying links between housing and planning.	Social Well-Being	Report to be considered at Panel's September 2011 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 2012.	Environmental Well-Being	Members have requested an update on negotiations with Partners on the future of the service from 2012/13 onwards for submission to the Panel's July 2011 meeting.	Whole Panel Study.

Voluntary Sector	To seek alternative ways of supporting the Voluntary Sector from 2013/14 onwards.	Social Well-Being	Considered at Panel's February and March meeting. Panel appointed a Working Group to consider options for support in the future. First meeting held on 28 th March 2011. Background information to be circulated to Working Group prior to arranging a further meeting.	Working Group
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	Final report considered by the Cabinet at their meeting on 23 rd June 2011.	Working Group.
The Financial Implications of the Council's Future Housing Responsibilities.	To be determined.	Economic Well-Being	Copy of Cambridge Local Investment Plan to be provided to Councillor Shellens when it is distributed with Social Well-Being Agenda.	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	The Panel will receive updates on progress in due course.	Whole Panel Study.
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. The Working Group has	Working Group.

			requested for a meeting to be arranged for mid-July. Meeting arranged for 27 July.	
Land Use for Agricultural Purpose in the context of planning policies and its contribution to the local economy.	To review the lack of promotion and protection of land for this purpose.	Environmental Well-Being	Under consideration.	To be determined.
Rural Transport	To review the lack of transportation in rural areas.	Environmental Well-Being	Received a presentation from Transport Team Leader at April 2011 meeting.	To be determined.
Rural Crime	To be determined.	Social Well-Being Panel to nominate representative as and when required.	Under consideration by the County Council's Safer and Stronger Communities Scrutiny Committee.	Joint Authority Working Group.
Review of Neighbourhood Forums in Huntingdonshire	To undertake a review of the Neighbourhood Forums in Huntingdonshire.	Social Well-Being	Suggested by the Cabinet at its meeting held on 19 th May 2011. Background report requested for submission to a future Panel meeting.	To be determined.
Homelessness	To consider the emerging issue of homelessness and the Council's capacity to deal with the matter.	Social Well-Being	Background report to be submitted to a future Panel meeting.	To be determined.
Maintenance of Water Courses	To receive a presentation on the maintenance arrangements in place for Water Courses within the District.	Environmental Well-Being	Presentation to be delivered at a future meeting. (13/9/11)	To be determined.

Waste Collection and Recycling Policies	To investigate the Council's waste collection and recycling policies.	Environmental Well-Being	Scoping report requested for submission to a future meeting. (13/9/11)	To be determined.
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POSSIBLE FUTURE STUDIES

The Employees Performance Development Review Process	To review the current process.	Economic Well-Being	Amendments to the Performance Related Pay System are being considered as part of the current years pay negotiations	To be determined.
Housing Register	To review the availability of larger houses for letting the Council's housing register.	Social Well-Being	To consider a request by the Economic Well-Being Panel to investigate this issue.	To be determined.
Central Recharges		Economic Well-Being	Information has been circulated by Head of Financial Services.	To be determined

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Panel Date	Decision	Action	Response	Date
13/01/09	<p>Heavy Goods Vehicle Parking In The District The outcome of discussions of the first meeting of the three county group to be reported.</p>		The County Council are developing a County advisory route network for HCVs, which they will be consulting the District Council on.	
09/02/10	The Panel requested an update on the situation with regards to HCVs parking in the District.	The Transportation Team Leader updated the Panel on the current situation.	<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>	
08/07/08	<p>Petition By St Audrey Lane Area Residents, St Ives 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>	Email requesting update sent	CCTV survey of St Audrey Lane and Pig Lane Surface Water sewer completed. Funding now available to Jet Sewer – will be carried out shortly.	
7/12/10	The first meeting of the Local Drainage Liaison Group was held on 1 st November 2010.	A further meeting of the Local Drainage Liaison Group will be arranged in due course.		
7/12/10	An update was requested from Anglian Water's Collection Manager was requested following the meeting of the Local Drainage Liaison Group.	Email requesting update sent. Previous contact is no longer available, Chris Allen to be requested to raise the issue at the March Flood Forum.		
08/03/11		7 March new contact made email requesting update sent.		

Panel Date	Decision	Action	Response	Date
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12/04/11			<p>Advised by AWA contact that he was awaiting confirmation of capital expenditure re: Broadleas Pumping station before requesting a meeting between interested parties.</p> <p>AWA collections Manager to attend July meeting to give update. (This item appears elsewhere on the agenda).</p>	12 July 2011
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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	An update was requested from the Transport Team Leader.	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	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.	

Panel Date	Decision	Action	Response	Date
08/03/11	<p>Update requested 7/03/11</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>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>Response received from Environmental Management 7/3/11.</p>	<p>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> <p>Both projects are subject to planning applications due to be determined within the next couple of weeks. AWA are happy for their land to be used. CCC still in process of negotiating with landowners in Yaxley/Farcet both projects still on schedule for completion late spring/early summer.</p> <p>Advised by Transport Team Leader that CCC have made available full audit trail spread sheets.</p>	08/03/11
19/05/10	<p><u>Corporate Plan – Growing Success</u> Councillors P M D Godfrey and D Harty appointed to the Corporate Plan Working Group.</p>	Quarterly reports submitted to all Overview & Scrutiny Panels.		
19/05/10	<p><u>Local Area Agreements</u> Councillor P M D Godfrey appointed to Joint Accountability</p>			

Panel Date	Decision	Action	Response	Date
7/12/10	<p>Committee. Substitute Members to be appointed in consultation with the Head of Democratic and Central Services.</p> <p>Making Cambridgeshire Count was due to be considered at the meeting of the Joint Accountability Committee meeting held on 29th November 2010.</p>			Joint Accountability Committee ceased to function
<p>13/07/2010</p> <p>7/12/10</p> <p>08/03/11</p> <p>08/4/11</p>	<p>Great Fen Project The Panel attended a tour of the Great Fen.</p> <p>The Panel requested an update from the Director of Environmental and Community Services.</p> <p>Report sent to Cabinet Middle Level Commissioners to be invited to meeting on completion of Hydrology report by Atkins</p> <p>Cabinet response received, Cllr Dew to take Panel's views to next meeting of Great Fen Partners</p>	<p>Email requesting update sent.</p>	<p>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.</p> <p>An update on the Great Fen Project will be presented at the March meeting of the Panel.</p> <p>Supplementary Planning Document expected at September meeting. (see Forward Plan)</p>	<p>00/10/11</p> <p>08/03/11</p> <p>TBC Oct 2011?</p> <p>13/9/11</p>
7/12/10	<p>Environment Strategy</p> <p>The Panel received a review of the Environment Strategy.</p>	<p>Members requested a further review in 12 months time.</p>	<p>An update on the Environment Strategy will be presented at the</p>	<p>December 2011</p>

Panel Date	Decision	Action	Response	Date
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			Panel's meeting in December 2011.	
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	<u>Forward Plan</u>			
12/01/10	Site Options Planning Proposals Development Plan Document	Guidance and new policy awaited		TBC
07/12/10	Cambridgeshire Green Infrastructure Strategy	Report requested		13/09.11
08/02/11	Contributions to the CIL Supplementary Planning Document	Report requested		14/06/11
08/03/11	Planning Proposals Development Plan Document	Report requested		14/06/11
08/03/11	St Ives West Urban Design Framework	Report requested		12/07/11
08/03/11	Great Fen Supplementary Planning Document	Report requested		13/0911
14/06/11	Residential Travel Plan	Report requested		13/09/11
14/06/11	St Ives West Urban Design Framework	Report requested		13/09/11

13/05/09	<p><u>Provision of Play Facilities for Young People</u></p> <p>This item was transferred over from the former Overview and Scrutiny Panel (Service Delivery) who had identified this subject as a potential area for study. Particular interest expressed on how these facilities are managed and insured and if they were maintained by the District Council. The study sought to make recommendations on achieving an even distribution of facilities across the District and on meeting the</p>			
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Panel Date	Decision	Action	Response	Date
<p>2/02/10</p> <p>2/11/10</p> <p>7/12/10</p>	<p>ongoing revenue costs associated with such facilities.</p> <p>Final report of Working Group considered by Panel. Report presented to Cabinet on 22nd April 2010 by Councillors P G Mitchell and R J West.</p> <p>The Panel considered a progress report on the two recommendations that were endorsed by the Cabinet. The Panel has discussed whether to revisit its previous recommendations regarding the maintenance of outdoor youth facilities. Further financial details awaited before proceeding further.</p> <p>In light of recent developments, the Panel has agreed to pursue this matter further at a later date.</p>			<p>TBC</p>
<p>3/11/09</p>	<p><u>Monitoring of Section 106 Agreements (Item transferred over from O&S Social Wellbeing Panel)</u></p> <p>Panel agreed to include the Monitoring of Section 106 agreements in its work plan.</p>	<p>Monitoring reports to be submitted to Panel on a quarterly basis.</p>	<p>Quarterly monitoring report appears elsewhere on the agenda.</p>	<p>12/07/11</p>
<p>2/11/10</p>	<p><u>CCTV Provision (Item transferred over from O&S Social Wellbeing)</u></p> <p>Panel expressed some concern at the recent budgetary announcement made by the Council to reduce CCTV provision within the District in 2011-12</p>			

Panel Date	Decision	Action	Response	Date
4/01/11	with a view to ceasing the service from April 2012. Members have requested an update on negotiations with Partners on the future of the service from 2012/13 onwards to be submitted to the Panel's July 2011 meeting.	Request submitted to the Head of Operations.	Item appears elsewhere on the agenda.	12/07/11
14/06/11	<u>Waste Collection and Recycling Policies</u> Report due in September	Report requested		13/09/11
14/06/11	<u>Maintenance of Water Courses</u> The Panel has requested a presentation on the maintenance arrangements in place for water courses within the District.	Presentation requested from the Projects and Assets Manager	C Allen due to address Panel at their September meeting.	13/09/11

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Decision Digest

Edition 115

Monthly summary of the decisions taken at meetings of the Council, Cabinet, Overview & Scrutiny and other Panels for the period 28th May to 23rd June 2011.

DEVELOPMENT OF ONE LEISURE, ST IVES

The Overview and Scrutiny Panels for (Economic Well-Being) and (Social Well-Being) have received details of four potential options to re-model St Ives Leisure Centre, together with their financial implications, prior to their consideration by the Cabinet. The proposals have been designed to reduce One Leisure's net operating costs and to increase admissions and participation levels to meet both Government and Council health agenda targets. Prior to their deliberations on the subject, the Panels were addressed by a representative of St Ives District Rifle and Pistol Club who had received notification that a potential alternative use had been identified for the range area at the St Ives Leisure Centre.

In considering the contents of the report, the Panel for Economic Well-Being has discussed a number of issues including the timing of the proposals given the current economic climate and the need for the District Council to achieve significant financial savings in future years. Members have been informed that the proposals are expected significantly to improve the Centre's financial performance and contribute to the Council's overall budget reduction plan. As part of their deliberations, the Panel has discussed in detail the proposals for the facility, the success of the re-development at the St Neots centre and the appropriateness of investment if it is intended to pursue trust status at a later

date. Panel Members have also made a number of suggestions with regard to the inclusion of additional information within the report prior to its submission to the Cabinet.

With regard to the presentation by the representative of the Rifle and Pistol Club, the Overview and Scrutiny Panel (Economic Well-Being) have been informed of the views of the Overview and Scrutiny Panel (Social Well-Being) who have suggested that the possibility of providing a smaller facility for the rifle club should be investigated. The Economic Well-Being Panel is of the opinion that the opportunities to establish a new range in conjunction with the Rifle Club should be explored. With this in mind and subject to the inclusion of additional information within the report to the Cabinet, both Panels have invited the Cabinet to proceed with Option B for the development of the St Ivo Leisure Centre. However, the Economic Well-Being Panel has also suggested that separate plans should be drafted incorporating shooting facilities, which might be pursued if the Rifle and Pistol Club make a significant contribution to the capital costs for its construction. The Panel has also further suggested that following receipt of the tenders for the re-development, a review should be undertaken of the building costs and the economic climate at the time.

USE OF CONSULTANTS

The Panel has received the final report of its Working Group which had been

established to review and make recommendations on the Council's use of consultants. The study emanated from a previous Panel recommendation to the Cabinet that the Council should reduce the amount it spends on employing external consultants in the current financial year.

Having been acquainted with details of the investigations into the use of non-permanent human resources and other related manpower issues, the Panel have made a number of recommendations for submission to the Cabinet and the Corporate Governance Panel.

Having been advised of the Panel's views, the Cabinet has recognised that in some service areas the use of consultants is a necessity i.e. planning decision appeals and that a consultant brings expertise into the organisation where it is lacking. In reviewing the recommendations put forward, the Cabinet has requested the Managing Director (Resources), after consultation with the Executive Leader, Executive Deputy Leader and the Chairman of the Overview and Scrutiny Panel (Economic Well-Being) to oversee their implementation and to report back to a future meeting.

ONE LEISURE FINANCE

The Overview and Scrutiny Panels (Economic Well-Being and Social Well-Being) have received an update on the progress of a joint Working Group which has been established to review the financial performance of One Leisure and make recommendations on the services' future strategic direction. Members have been acquainted with the Group's discussions on the following overheads and recharges -

- Leisure Service Management
- Information Technology Network
- Accountancy

- Information Technology Helpdesk
- Payroll
- Human Resources

In considering the content of the report, the Economic Well-Being Panel has noted a number of emerging issues, which will be examined in further detail as part of the review. In the interim period and having regard to the cost of IT Network and Helpdesk Services, the Panel has asked the Cabinet to arrange for a separate review to be undertaken of the Council's IT costs. This is to include the basis upon which the IT Network Service is recharged to users. Members of the Social Well-Being Panel have commented on the benefits of looking at both the social and economic aspects of the service and have also endorsed the Working Group's recommendation for a separate review of the Council's IT costs.

The Economic Well-Being Panel has also asked the Head of Financial Services to provide further information on central recharges within the District Council with a view to ascertaining whether there is any scope for a study on this subject.

At a subsequent meeting of the Cabinet, Executive Councillors referred to the various elements of the service provided by the IT Division and acknowledged its use in the day to day running of the leisure centres. However, it was felt that a review of the Council's IT costs could be undertaken and the Executive Councillor for Organisational Development has agreed to oversee this.

DRAFT PLANNING POLICY STATEMENT – PLANNING FOR TRAVELLER SITES

The Cabinet and the Overview and Scrutiny Panel (Environmental Well-Being) have endorsed the content of a

response to the Government's formal consultation on the draft Planning Policy Statement "Planning for Traveller Sites".

Their attention was drawn to a number of matters including the means by which the Gypsy and Traveller Accommodation Needs Assessment will be undertaken, recent decisions by the Planning Inspectorate in respect of applications for traveller sites within the District, the future provision requirements and whether the same tests of sustainability should be applied to traveller sites and other housing sites. Other matters discussed include the need for travellers to have access to the necessary infrastructure and the issue of separation between the traveller and the local community.

PRELIMINARY DRAFT COMMUNITY INFRASTRUCTURE LEVY (CIL) CHARGING SCHEDULE

Consideration has been given by the Overview and Scrutiny Panel (Environmental Well-Being) to the Preliminary Draft Community Infrastructure Levy (CIL) Charging Schedule.

The scheme requires the Council to be responsible for collecting contributions from developers and enables the Council greater powers to influence how the levy is spent. The Panel has discussed the terms of the proposed policy and made comment upon the level of resources required to administer the scheme.

A number of matters have been discussed including the need to establish service level agreements with the beneficiaries of levy funds, the requirement to produce an annual report on the CIL for submission to the Government, administrative costs associated with the scheme, the involvement of other public sector

bodies in negotiating CIL funds and the need to ensure that a "plain English" version of the document is available on the website. It was noted that Member involvement will be a key factor in determining the funding of local infrastructure projects.

Subsequently, the Cabinet has approved the document for consultation. In discussing the level of charges proposed, Executive Councillors have raised concerns over not charging for general industrial, storage and distribution. Members were reassured that the rates had been set after taking into account the viability of the business to pay the charge.

Executive Councillors have requested that the comments received as part of the consultation exercise be reviewed by the Overview and Scrutiny Panel prior to their final approval by the Cabinet.

PERFORMANCE MANAGEMENT

The Cabinet and Overview and Scrutiny Panels have reviewed the Council's performance against its priority objectives for the period 1st January to 31st March 2011. The Panels have received answers to a number of questions by the Corporate Plan Working Group on the data presented.

Having noted that consideration is currently being given to the performance management arrangements for the new Council Plan, the Panels have endorsed a suggestion by the Corporate Plan Working Group that Overview and Scrutiny should continue to monitor the Council's performance.

OVERVIEW AND SCRUTINY PANELS – SCHEME OF CO-OPTION

Following a recent review of the Scheme of Co-option, the Overview

and Scrutiny Panels have endorsed a number of suggested changes to the scheme acknowledged the valuable contribution made by the Co-opted Members to their discussions.

OVERVIEW AND SCRUTINY PANEL (ENVIRONMENTAL WELL-BEING) – REMIT AND WORK PROGRAMME

Members of the Overview and Scrutiny Panel (Environmental Well-Being) have identified waste collection and recycling policies and the Council's water courses as potential areas for investigation. Additionally, the Panel has tasked the Tree Strategy Working Group to investigate the reciprocal impact of tree roots and public footpaths upon each other. Items that have been transferred across from the Social Well-Being Panel, in light of changes made to the Panel's remit and the establishment of new Cabinet Portfolios, have been noted by the Panel.

LOCAL GOVERNMENT ACT 2000: FORWARD PLAN

The Overview and Scrutiny Panel (Environmental Well-Being) has requested sight of items entitled Great Fen Supplementary Planning Document, Cambridgeshire Green Infrastructure Strategy, Residential Travel Plan and St Ives West Urban Design Framework for submission at a future meeting. The Social Well-Being Panel will give consideration to reports on the Home Improvement Agency Review – Future Delivery Model Consultation and the Homelessness Strategy prior to their consideration by Cabinet.

POLICY REVIEW

As part of its programme of review of the Council's current human resources policies and subject to the incorporation of a number of comments by Members

and Employee Side representatives, the Employment Panel has endorsed the contents of a new safeguarding policy for the District Council.

The policy which applies to all District Council employees, volunteers and Councillors promotes the safety of those using the Council services and sets out clear procedures for the protection of children, young people and vulnerable adults. It has been drafted to take into account best practice and any legislative change which has emerged since the procedure was last reviewed.

A copy of the policy is available from Democratic Services on request and will be published on the District Council website in due course.

REQUESTS TO FILL VACANT POSTS

Having been satisfied that it was essential to recruit to the vacant post of Database Administrator (CT180) in the Information Management Division, the Employment Panel has authorised the Head of People, Performance and Partnerships to commence recruitment to the post.

The Panel has also considered the procedure and process which had previously been adopted for the filling of vacant posts and having noted that the current policy had proved to be inflexible and led to delays in recruitment, the Panel has authorised the Head of People, Performance and Partnerships to vary the recruitment process such that :-

- the relevant Head of Service (or their nominee) be authorised to approve recruitment to fill vacancies graded 10 -15 for contracts of 6 months or less, including variable hours staff;

- the relevant Head of Service (or a Managing Director in their absence) be authorised to approve recruitment to fill vacancies graded 10-15 for contracts of more than 6 months;

the Chief Officers Management Team be authorised to approve recruitment to fill vacancies graded 9-5;

- vacancies in grades 5 to 1 continue to be dealt with in accordance with the Council's Constitution.

The Panel has also requested that periodic reports should be submitted to future meetings on changes to the establishment and staffing costs during the previous quarter.

RETIREMENT OF EMPLOYEES – ACKNOWLEDGEMENTS

The Employment Panel has placed on record its recognition of, and gratitude for, the excellent contributions made by 44 employees during their employment in the local government service and conveyed its best wishes to them for a long and happy retirement.

The majority of these employees had retired under the Voluntary Release Scheme.

ANNUAL PAY AWARD 2011/12 & PAY STRUCTURE CONSULTATION

At the request of Employees' Side representatives, the Employment Panel has agreed to defer negotiations on the 2011/12 pay award. Negotiations for the current year will comprise:-

- the 'inflation' rise;
- amendments to various allowances;

- amendments to the Pay System and Performance related pay.

The Panel has also given preliminary consideration to the issues which should be discussed as part of a review of the pay system. These will include performance related pay and changes to employee allowances. The Panel also has commented on a number of matters and made several suggestions as to areas which need further consideration. The Panel has agreed to canvass the views of Employees' Side representatives on these ideas prior to more detailed proposals being formulated. The Panel was also of the opinion that employees should be made aware that changes may be made to the pay and grading structure and to the performance related pay scheme for the current year.

The Panel have outlined their desire to consider more detailed proposals at a future meeting.

FOOD SAFETY SERVICE PLAN 2011/12

The Licensing and Protection Panel has endorsed the content of the Service Plan for Food Safety 2011/12 for submission to the Council. The Plan has been developed to comply with the requirements of the Food Standards Agency.

HACKNEY CARRIAGE AND PRIVATE HIRE ENFORCEMENT – PENALTY POINTS SYSTEM

The content of a Penalty Points System for private hire operators, proprietors and drivers within the District has been approved by the Licensing and Protection Panel. The Licensing Manager has been authorised to amend, as appropriate, the existing list of offences in light of any future legislative change.

ADVERTISING BY WAY OF DIGITAL DISPLAY SCREENS

The Licensing and Protection Panel has approved a request for the installation of digital display screens, of no greater than seven inches, on the rear of the front headrests of hackney carriage and private hire vehicles. The Panel has asked that permission be sought from the Council on the advertising material to be displayed. The Licensing Manager has been authorised to determine the scale of fees for advertising after consultation with the Chairman of the Panel. The necessary amendments to the hackney carriage and private hire vehicle and drivers schedule of conditions of licence will be made to take into account these changes.

GUIDELINES RELATING TO THE RELEVANCE AND TREATMENT OF CONVICTIONS – HACKNEY CARRIAGE AND PRIVATE HIRE DRIVERS

Guidelines relating to the relevance and treatment of convictions for applications for hackney carriage and private hire drivers licences and existing licence holders have been considered by the Licensing and Protection Panel. These are intended to ensure consistency in future decision making in relation to the consideration of convictions, cautions, offences and information supplied by the Criminal Records Bureau, Police and other agencies.

LICENSING OF STRETCH LIMOUSINES

Following guidance issued by the Department of Transport, special conditions for the licensing of stretched limousines have been approved by the Licensing and Protection Panel.

HEALTH AND SAFETY ENFORCEMENT SERVICE PLAN 2011/12

The Licensing and Protection Panel has endorsed the content of the Service Plan for Health and Safety Enforcement for 2011/12. The Plan has been developed in accordance with guidance issued by the Health and Safety Executive and covers the aims and objectives of the service, the resources available and the work undertaken in the previous year.

Members have expressed their concern over the lack of resources available to undertake inspections in the forthcoming year and have requested the Executive Councillor for Healthy and Active Communities to investigate the matter and report back to a future meeting.

THE SUNBED (REGULATION) ACT 2010

The Managing Director for Communities, Partnerships and Projects and the Head of Environmental and Community Health Services have been authorised by the Licensing and Protection Panel to appoint Officers to enforce the Regulations associated with The Sunbeds Act 2010 and initiate prosecutions under the Act. The Regulations prohibit businesses from offering or allowing persons aged under 18 to use or have access to sunbed facilities.

REPRESENTATION ON ORGANISATIONS

The Cabinet and Licensing and Protection Panel have appointed representatives to serve on a variety of organisations for the ensuing Municipal Year. The Head of Legal and Democratic Services, after consultation with the Deputy Executive Leader, has been authorised to make any changes

to the schedule that may arise throughout the year.

CONSULTATION PROCESSES

The Overview and Scrutiny (Social Well being) Panel has endorsed recommendations made by its Working Group which are intended to improve both the Council's consultation processes and the public's perception of them. In considering the Working Group's findings, the Panel's attention has been drawn to examples of consultations previously undertaken by the Council and to the validity of the methods employed to undertake the 2010 budget consultation. Amongst the recommendations that have been put forward, the Panel has advocated prior involvement of Heads of Service, Ward Members and the Overview and Scrutiny Panels in consultations, the establishment of a consultation plan and improved use of the Consultation Calendar and Database.

Details of the Working Group's findings have been considered by the Cabinet. Executive Councillors were conscious that the study emerged as a result of concerns raised by members of the public over the perceived weaknesses in the procedures employed by the Council during recent consultations. In considering the Group's recommendations, the Cabinet has emphasised the need to consider them carefully given their potential to impact on staff time and resources. Having referred to the benefits of working with neighbouring authorities to build up a consultant database of information, the Cabinet has requested the Managing Director (Resources) to undertake investigations as to how the current process can be improved. His findings will be reported to the Cabinet and the Overview and Scrutiny Panel (Social Well-Being).

CAMBRIDGESHIRE HEALTH AND ADULT SOCIAL CARE SCRUTINY COMMITTEE

The Panel has received an update on matters currently being considered by the Cambridgeshire Health and Adult Social Care Scrutiny Committee.

DEVELOPMENT MANAGEMENT APPLICATIONS

Of the applications considered by the Development Management Panel in June was a proposal for the erection of four, three bladed wind turbines and associated operations on land, east of Whitleather Lodge, Woolley Hill, north of the village of Ellington. The Panel agreed to refuse the application because, in their view, the development had a detrimental impact on the setting and surroundings of the Grade I listed Ellington Church. The Panel also was of the opinion that the proposal was contrary to the Huntingdonshire Supplementary Planning Document on Wind Power published in 2006. Nine other minor applications were considered by the Panel at the same meeting, eight of which were approved and one refused.

SENIOR OFFICERS' PANEL – SENIOR MANAGEMENT STRUCTURE

In accordance with paragraph 4(e) of the Officer Employment Procedure Rules, the Cabinet has confirmed that there is no material or well founded objection to the Senior Officers' Panel's proposal to establish and appoint to two new posts of Managing Director (Resources) and Managing Director (Communities, Partnerships and Projects) for a fixed period to March 2012, subject to a review of the progress of the new arrangements by the Executive Leader in October 2011.

HOMELESSNESS STRATEGY

The draft Homelessness Strategy has been approved by the Cabinet. The Strategy is a statutory requirement under the Homelessness Act, 2002. Its format this year has been updated to include a summary of the financial resources required to meet the actions identified.

LOCAL ENTERPRISE PARTNERSHIP – PROPOSED ENTERPRISE ZONE

The selection of the Alconbury Airfield site by the Greater Cambridge – Greater Peterborough Local Enterprise Partnership (LEP) as their preferred option for an enterprise zone has been supported by the Cabinet.

The site was chosen from five areas and will now be submitted to compete against the bids of the other 32 national LEPs, all hoping to be awarded one of the ten zones being established by the Government.

In anticipation of the bids success and in order to aid the delivery and give some flexibility to the proposals, the Cabinet has supported the preparation of a Local Development Order for the site and has requested the Head of Planning Services to report back on the Order's content.

SHARED HOME IMPROVEMENT AGENCY SERVICES

Approval has been given by the Cabinet to the principle of establishing a shared Home Improvement Agency (HIA) service with Cambridge City and South Cambridgeshire District Councils.

The HIA will oversee the provision of aids and adaptations to the homes of those with disabilities. The current in-house service was reviewed in 2008 by the Cambridgeshire Supporting People Commissioning Body. It recommended

that a joint commission be considered to ensure future funding certainty, better value for money and consistency in service delivery.

The Cabinet has authorised the Managing Director (Communities, Partnerships and Projects), after consultation with the Executive Councillor for Resources & Customer Services to approve the establishment of the service.