

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, 13 MARCH 2012** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. MINUTES (Pages 1 - 4)

To approve as a correct record the Minutes of the meeting held on 9th February 2012.

**Mrs J Walker
387049**

2. MEMBERS' INTERESTS

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

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

A copy of the current Forward Plan, which was published on 10th February 2012, is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**Mrs H Taylor
388008**

4. CAMBRIDGESHIRE RENEWABLES INFRASTRUCTURE FRAMEWORK AND CAMBRIDGESHIRE COMMUNITY ENERGY FUND (Pages 9 - 22)

To receive a report by the Head of Environmental Management and the Head of Planning Services on the Cambridgeshire Renewables Infrastructure Framework (CRIF) and Cambridgeshire Community Energy Fund (CEF).

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

5. CAMBRIDGESHIRE FUTURE TRANSPORT STUDY

To appoint a representative to the Cambridgeshire Future Transport Overview and Scrutiny review.

6. WORKPLAN STUDIES (Pages 23 - 26)

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 J Walker
387049**

7. **OVERVIEW AND SCRUTINY PANEL PROGRESS** (Pages 27 - 30)

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

**Mrs J Walker
387049**

8. **SCRUTINY** (Pages 31 - 38)

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 March 2012



Head of Paid Service

Notes

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

Please contact Mrs J Walker, Trainee Democratic Services Officer, Telephone: 01480 387049, email: jessica.walker@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.

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 Thursday, 9 February 2012.

- 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, and C R Hyams.
- Co-opted Members Mr D Hopkins and Mr M Phillips.
- APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors D Harty and J S Watt.
- IN ATTENDANCE: Councillor N J Guyatt and Councillor D M Tysoe.

72. MINUTES

The Minutes of the meeting of the Panel held on 10th January 2012 were approved as a correct record and signed by the Chairman.

73. MEMBERS' INTERESTS

Councillor C R Hyams declared a personal interest in Minute No. 75 by virtue of being a Member of Huntingdon Town Council.

74. LOCAL GOVERNMENT ACT 2000: FORWARD PLAN

The Panel considered and noted the current Forward Plan of key decisions (a copy of which is appended in the Minute Book) which had been prepared by the Executive Leader of the Council from the period 1st February 2012 to 31st May 2012. Members were advised that a report on Community Infrastructure Levy Governance Principles would be considered by the Overview and Scrutiny (Economic Well-Being) Panel. Members of the Overview and Scrutiny (Environmental Well-Being) Panel would be invited to attend the meeting for consideration of this Item.

Having noted that a report on Funding for CCTV had been considered by the Overview and Scrutiny (Social Well-Being) Panel, the Scrutiny and Review Manager undertook to circulate the report to interested Members. It was then suggested that, as there would not be a Panel meeting in May, the Bearscroft Farm Urban Design Framework would be submitted to the Panel and Cabinet in June.

75. FLOOD RISK MANAGEMENT ACTIVITIES

(Councillor D M Tysoe, Executive Councillor for the Environment, was in attendance for this Item.)

Pursuant to Minute No. 11/36, the Panel received a presentation by Mrs S Pledger, Cambridgeshire County Council's Flood and Water Manager, on flood risk management. Members were advised that the Cambridgeshire Flood Risk Management Strategy was the product of a series of reviews and Acts that had been passed following nationwide flooding in 2007. Mrs Pledger reported that the Cambridgeshire Flood Risk Management Partnership was made up of local District Councils, Cambridgeshire County Council, Anglian Water, the Environment Agency, Middle Level Commissioners and three of sixty-three local Internal Drainage Boards (IDBs).

Members were acquainted with the five objectives of the Strategy, one of which was "to ensure appropriate development in Cambridgeshire". The Strategy considered the impact of climate change and specified how Cambridgeshire County Council would exercise strategic oversight over flood risk management. As part of this, the County Council had to maintain a register of assets for flood risk management, adopt, approve and maintain sustainable drainage systems in new developments, regulate flows of ordinary water courses outside IDBs and plan for, and manage, any flood emergencies. The County Council was also tasked with investigating instances of flooding in order to establish responsibility and identify solutions to problems.

Having raised the ongoing matter of flooding in Yaxley, Mrs Pledger and the District Council's Project and Assets Manager undertook to visit the site and carry out the necessary investigations. Further to this, the Panel recognised the need for continued research into the causes of flooding. Equally, ownership of water courses and land and infrastructure adjoining them could be very complex. The production of the Register of Assets for Flood Risk Management was, therefore, an important development.

Having noted that the new arrangements strongly emphasised joint working and that partner organisations had concurrent powers, Members queried whether this would disperse responsibility for preventing and responding to flooding. In response, it was stated that, under the legal framework that had been established, a single authority usually had statutory responsibilities for particular aspects of flood management with others having permissive powers. The District Council largely had permissive powers.

The Chairman thanked Mrs Pledger for her attendance at the meeting.

At 7.35pm Councillor I J Curtis joined the meeting.

76. ROLL FORWARD OF CORE STRATEGY - LOCAL PLAN PROJECT PLAN

(Councillor N J Guyatt, Deputy Leader and Executive Councillor for Strategic Planning and Housing, was in attendance for this Item.)

Councillor N J Guyatt introduced a report by the Head of Planning Services (a copy of which is appended in the Minute Book) on the new Local Development Scheme. The Scheme outlined the timetable for the preparation and delivery for the new Local Plan.

The Panel discussed the fact that the process leading to the adoption of the new Local Plan would require significant levels of resources. Members raised concerns that although the Council's Development Plans Team would take the lead in preparing all Development Plan Documents, monitoring reports and the Statement of Community Involvement, specialist consultants would be required for certain aspects of the Plan's production, which would be costly. However, they were advised that provision had been made in the budget for this purpose.

Having noted that the Plan should be prepared based on a Strategy which sought to meet objectively assessed development and infrastructure requirements, Members reiterated their previously expressed concerns regarding the Council's lack of influence over the implementation of infrastructure works.

Members drew attention to the difficulties the planning service would face while the new Plan was being developed owing to the uncertain policy position that would exist, particularly as the Government had not finalised its position on planning. In light of these concerns, the Panel was advised that contingency plans had been developed in relation to travellers' sites and wind farms, which would be used until the necessary policies were adopted. Having acknowledged the need to complete the process expeditiously, Members expressed doubts whether the Council's partners would be able to complete the work required of them sufficiently quickly to enable the timetable in the Local Development Scheme to be met.

RESOLVED

that the Cabinet be recommended to approve the new Local Development Scheme for publication and commencement on 24th February 2012.

(Councillor C R Hyams requested that it be recorded that he abstained from voting on this Item.)

77. MONITORING OF SECTION 106 AGREEMENTS

The Panel gave consideration to a report by the Head of Operations (a copy of which is appended in the Minute Book) which provided an update on the receipt and expenditure by the Council of money negotiated under Section 106 Agreements. As significant progress had been made in advancing older Agreements, Members decided that future monitoring of Section 106 Agreements would be conducted on a bi-annual rather than quarterly basis.

78. CAMBRIDGESHIRE FUTURE TRANSPORT STUDY

The Chairman advised the Panel of a joint scrutiny review of the Cambridgeshire Future Transport Project, which the County Council

and District Councils within Cambridgeshire planned to undertake. Owing to uncertainty over the future of the Project, Members decided to defer appointing a representative to the Review Group.

79. WORKPLAN STUDIES

The Panel considered and noted a report by the Head of Legal and Democratic Services (a copy of which is appended in the Minute Book) informing them of studies being undertaken by the other Overview and Scrutiny Panels.

80. OVERVIEW AND SCRUTINY PANEL PROGRESS

With the aid of a report by the Head of Legal and Democratic Services (a copy of which is appended in the Minute Book) the Panel was advised of progress on issues that had been previously discussed. The Chairman provided Members with an update on the Design Principles for Future Developments Working Group.

81. SCRUTINY

The Panel received and noted the latest Edition of the Council's Decision Digest (a copy of which is appended in the Minute Book) summarising the Council's decisions since the previous meeting. In response to a question by Councillor M G Baker the Scrutiny and Review Manager confirmed that the Cabinet had approved an indicative voluntary sector budget of £273,000 for 2013/2014.

Chairman

FORWARD PLAN OF KEY DECISIONS

Prepared by
Date of Publication:
For Period:

Councillor J D Ablewhite
10 February 2012
1st March to 30 June 2012

Membership of the Cabinet is as follows:-

Councillor J D Ablewhite	- Executive 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 Executive 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 Resources	Shufflewick Cottage Station Row Tilbrook PE28 OJY Tel: 01480 861941 E-mail: Jonathan.Gray@huntingdonshire.gov.uk
Councillor D M Tysoe	- Executive Councillor for Environment	Grove Cottage Maltings Lane Ellington Huntingdon PE28 OAA Tel: 01480 388310 E-mail: Darren.Tysoe@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: Tom.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.

Colin Meadowcroft
Head of Legal and Democratic Services

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
Review of HR Service*** 9	Cabinet	22 Mar 2012	None.	Helen Donnellan, Corporate Team Manager Tel No. 01480 388263 or email Helen.Donnellan@huntingdonshire.gov.uk		J D Ablewhite	Economic Well-Being
Community Infrastructure Levy Governance Principles	Cabinet	22 Mar 2012	CIL Evidence Base	Steve Ingram, Head of Planning Services Tel No. 01480 388400 or email Steve.Ingram@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being
Waste Collection Policies	Cabinet	22 Mar 2012	None.	Eric Kendall, Head of Operations Tel No. 01480 388635 or email Eric.Kendall@huntingdonshire.gov.uk		D Tysoe	Environmental Well-Being
Location of the Call Centre	Cabinet	22 Mar 2012	Previous Cabinet Papers	Julia Barber, Head of Customer Services Tel No 01480 388105or email Julia.Barber@huntingdonshire.gov.uk		J A Gray	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
Cambs Renewable Infrastructure Framework	Cabinet	22 Mar 2012	CCC - Cambs Renewable Infrastructure Framework Strategy	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Endorse as Council Policy	N J Guyatt D Tysoe	Environmental Well-Being
Cambs Community Energy Fund	Cabinet	22 Mar 2012	CCC - Community Energy Fund Strategy	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Endorse as Council Policy	N J Guyatt D Tysoe	Environmental Well-Being
One Leisure, St. Ives - Outcome of Tender Exercise***	Cabinet	19 Apr 2012	None.	Simon Bell, General Manager, One Leisure Tel No. 01480 388049 or email Simon.Bell@huntingdonshire.gov.uk		T D Sanderson	Economic Well-Being
4 Statement of Community Involvement***	Cabinet	19 Apr 2012	None.	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk			
Waste Collection - Round Optimisation***	Cabinet	19 Apr 2012	None.	Eric Kendall, Head of Operations Tel No. 01480 388635 or email Eric.Kendall@huntingdonshire.gov.uk		D Tysoe	Environmental Well-Being
Community Infrastructure Levy (CIL)	Cabinet	19 Apr 2012	Examination in Public Report	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 - or email Paul.Bland@huntingdonshire.gov.uk	Outcome of Examination and recommend adoption to Council	N J Guyatt	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
Bearscroft Farm Urban Design Framework	Cabinet	17 May 2012	None.	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
Planning for Sustainable Drainage Systems (SuDs)	Cabinet	17 May 2012	CCC SuDs Options Paper	Paul Bland, Planning Service Manager (Policy) Tel No 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk	Consider options.	N J Guyatt	Environmental Well-Being

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

27 FEB 2012

13 MAR 2012

22 MAR 2012

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

1. INTRODUCTION

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

2. SUPPORTING/BACKGROUND INFORMATION

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

Change Act which places legally binding obligations on the UK to reduce its CO₂ emissions by 80% by 2050 over 1990 levels.

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

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

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

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

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

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

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

contributing into a Fund. A Community Energy Fund then invests this money in low carbon infrastructure projects to deliver the carbon emissions savings. Developer contributions would be made to the CEF with the level of payment determined on the basis of the amount of CO₂ to be offset and a set price for carbon reduction (£/tonne CO₂).

- 2.5.2 A Community Energy Fund is not the only option for Developers to deliver their carbon compliance. Under the Government's current Allowable Solutions framework proposals, developers will be able to (a) choose to deliver their own allowable solutions projects, (b) make contributions to a local CEF or (c) offset via private third-party allowable solution providers.
- 2.5.3 Allowable Solutions is the term used to describe the range of carbon reduction initiatives that developers might invest in to meet their remaining carbon reduction obligation under zero carbon policy once the target for on-site CO₂ reduction (known as the Carbon Compliance level) has been met. These Allowable Solutions could include further measures taken on-site, near to the site or off-site (i.e. further removed from the development).
- 2.5.4 **The key features of the proposed framework that have implications for the development of a CEF in Cambridgeshire (and elsewhere) are summarised below:**
- ***Districts have the opportunity to develop Allowable Solutions policies in their Local Plan. The existence of such policies will ensure that Allowable Solutions investment is directed to local projects identified in the Local Plan.***
 - Developers have the opportunity to seek out the best value Allowable Solutions, via the Community Energy Fund or third-party private Allowable Solutions providers. If the local authority has appropriate policy in place, Allowable Solutions projects will have to be selected from the Local Plan, even if delivered by a third-party provider.
 - ***If a local authority does not develop Allowable Solutions policies, it is envisaged that there will be a market of private energy funds vying for the contracts to provide Allowable Solutions to developers. The private energy fund will not be restricted to developing projects in the local area and it is likely that investment will flow outward to projects identified in the national list.***

The CEF report looked at the following key areas:

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

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

3. IMPLICATIONS

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

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

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

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

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

4. CONCLUSION

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

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

The CRIF report concluded that the District:

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

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

The CEF project concluded the way forward for Districts was:

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

5. RECOMMENDATION(S)

5.1 Cabinet is recommended to:

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

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

February 2012

Annex A

Agenda Item No: 3

Cambridgeshire Renewables Infrastructure Framework

To: CRIF/CEF Steering Group
Date: 27th January 2012
From: Sheryl French

Purpose:

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

Recommendation: The Steering Group to:

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

Contact:

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

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

SUSTAINABILITY  **EAST**
incorporating Climate East

**Improvement
East**
Partnership
for Improvement
and Efficiency

1.0 Purpose

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

2.0 Background

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

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

3.0 Summary of the Cambridgeshire Renewables Infrastructure Framework (CRIF)

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

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

3.1 Why do we need a Cambridgeshire Renewable Infrastructure Framework?

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

There are renewable energy policy drivers at national and international levels. The Climate Change Act places legally binding obligations on the UK to reduce its CO₂ emissions by 80% by 2050 over 1990 levels. The UK has also signed up to delivering 15% of its primary energy from renewable energy sources by 2020 in line with its commitments to the European Directive.

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

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

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

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

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

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

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

3.3 How can more renewable energy be delivered in Cambridgeshire?

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

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

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

3.4 What does the CRIF Report provide?

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

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

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

3.5 How did we engage stakeholders?

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

4.0 What are the key recommendations in the CRIF Report?

4.1 Establish political leadership

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

4.2 Develop supportive planning policies

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

4.3 Mitigate development risk

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

4.4 Create demand

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

4.5 Develop finance mechanisms

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

4.6 Develop the draft delivery frameworks

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

5.0 Recommendations - As per front cover.

Annex B
Agenda Item No: 4

Cambridgeshire Community Energy Fund(s)

To: CRIF/CEF Steering Group
Date: 27th January 2012
From: Sheryl French

Purpose:

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

Recommendation:

- Sign off the Second Community Energy Fund Report

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

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

SUSTAINABILITY  EAST
incorporating Climate East


Improvement
East
Partnership
for Improvement
and Efficiency

1.0 Purpose

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

2.0 Background

- 2.1 The Community Energy Fund (CEF) is a mechanism to support developers to achieve their zero carbon obligations. Zero Carbon Policy identifies that new homes must be zero carbon by 2016 on all regulated emissions.
- 2.2 For some developments either due to their size or their location delivering zero carbon on site is technically difficult and/or too costly. The Community Energy Fund is a mechanism to help developers, especially small and medium sized developments to deliver their obligations.
- 2.3 Developers can offset the balance of their emissions by contributing into a Fund. A Community Energy Fund then invests this money in low carbon infrastructure projects to deliver the carbon emissions savings. Developer contributions would be made to the CEF with the level of payment determined on the basis of the amount of CO₂ to be offset and a set price for carbon reduction (£/tonne CO₂).
- 2.4 A Community Energy Fund is not the only option for Developers to deliver their carbon compliance. Under the Government's current Allowable Solutions framework proposals, developers will be able to (a) choose to deliver their own allowable solutions projects, (b) make contributions to a local CEF or (c) offset via private third-party allowable solution providers.
- 2.5 Allowable Solutions is the term used to describe the range of carbon reduction initiatives that developers might invest in to meet their remaining carbon reduction obligation under zero carbon policy once the target for on-site CO₂ reduction (known as the Carbon Compliance level) has been met. These Allowable Solutions could include further measures taken on-site, near to the site or off-site (i.e. further removed from the development).
- 2.6 The key features of the proposed framework that have implications for the development of a CEF in Cambridgeshire (and elsewhere) are summarised below:
- Local authorities have the opportunity to develop Allowable Solutions policies in their Local Plan. The existence of such policies will ensure that Allowable Solutions investment is directed to projects identified in the Local Plan.
 - Developers have the opportunity to seek out the best value Allowable Solutions, via the Community Energy Fund or third-party private Allowable Solutions providers. If the local authority has appropriate policy in place, Allowable Solutions projects will have to be selected from the Local Plan, even if delivered by a third-party provider.
 - If a local authority does not develop Allowable Solutions policies, it is envisaged that there will be a market of private energy funds vying for the contracts to provide Allowable Solutions to developers. The private energy fund will not be restricted to developing projects in the local area and it is likely that investment will flow outward to projects identified in the national list.

3.0 Second Report: Cambridgeshire Community Energy Fund - Summary

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

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

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

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

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

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

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

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

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

Based on recent growth plans for Cambridgeshire local authorities and an Allowable Solutions price of £46/tCO₂ (the value used in recent government policy analysis), the cumulative Allowable Solutions income generated in Cambridgeshire over the period to 2026 is estimated at £55 million. The proposed Allowable Solutions framework will look to create a competitive market and this means that the CEF may be in competition for funds with third-party providers but the details of how this works is still being worked through.

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

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

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

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

4.0 The Benefits of a Community Energy Fund(s)

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

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

5.0 Recommendations

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

OVERVIEW AND SCRUTINY PANELS

(SOCIAL WELL-BEING)
(ECONOMIC WELL-BEING)
(ENVIRONMENTAL WELL-BEING)

6TH MARCH 2012
8TH MARCH 2012
13TH MARCH 2012

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

1. INTRODUCTION

1.1 The purpose of this report is to inform Members 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 Overview and Scrutiny remits. Details of ongoing studies being undertaken by the two other Panels are set out in the attached Appendix.

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

3. RECOMMENDATION

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

BACKGROUND DOCUMENTS

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

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

Mrs J Walker, Trainee Democratic Services Officer
01480 387049

Mrs C Bulman, Democratic Services Officer
01480 388234

ONGOING STUDIES

STUDY	OBJECTIVES	PANEL	STATUS	TYPE
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. Expected March/April 2012.	To be determined.
Leisure Centre Financial Performance and Employment Structure	To review the overall financial performance and monitoring arrangements. To consider the current / future business structure. 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.	Economic Well-Being and Social Well-Being	Report of the Working Group endorsed by the Cabinet at their meeting on 19 th January 2012. Working Group to meet again on 28 th February 2012 to discuss their further investigations into the future business model for "One Leisure" and the development of a methodology for the quantification of Social Value.	Joint Working Group
CCTV Provision within the District	To review the impact of the Council's proposal to cease the CCTV service with effect from April 2012.	Social Well-Being	A report on changes to the CCTV service in 2012/13 has been requested for submission to a future meeting.	Whole Panel Study.

A14 improvements.	To review the implications to the local economy of the decision not to proceed with the A14 improvements.	Economic Well-Being	Agreed to invite a representative of the Highways Agency to a future meeting to discuss their plans in the event of an interruption to traffic flow.	Whole Panel Study.
Review of Neighbourhood Forums in Huntingdonshire	To undertake a review of the Neighbourhood Forums in Huntingdonshire.	Social Well-Being	Working Group still reviewing proposed boundaries and elected Member representation for each area. Working Group meeting arranged for 27th February 2012.	Working Group
District Council Support Services	To review the services provided by the District Councils Document Centre to form a view on its efficiency and cost effectiveness.	Economic Well-Being	Working Group has formed two sub groups to consider:- a) the financial cost of the service; and b) the operation of the service Meetings of the sub groups held in January and February. Full Group met on 21 st February 2012 and Operations Group to meet further with Document Centre Customers, the Head of IMD and the Corporate Team Manager.	Working Group

FUTURE STUDIES

Business Rates	To consider the implications to the Authority from changes to Business Rates.	Economic Well-Being	Update circulated by Head of Financial Services. Formal report to be submitted to the Panel later in the year when a better understanding of the potential impact of the Localisation of Business Rates is available.	To be determined.
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Panel Date	Decision	Action	Response	Date
19/05/10	<u>Corporate Plan – Growing Success</u> Councillors P M D Godfrey and D Harty appointed to the Corporate Plan Working Group.	Quarterly reports submitted to all Overview & Scrutiny Panels.		
13/07/2010	<u>Great Fen Project</u> The Panel attended a tour of the Great Fen.		The Director of Environmental and Community Services advised that updates on the progress of the project would be presented to the Panel at 6 monthly intervals.	June 2012
08/11/11	Presentation received and the Panel requested further regular updates.			
7/12/10	<u>Environment Strategy</u> The Panel received a review of the Environment Strategy.	Members requested a further review in 12 months time.	The Panel received an update at their November 2011 meeting when the Carbon Management Report was received. Further updates will be presented to the Panel when they become available.	November 2012
13/09/11	<u>Planning Implications of the Enterprise Zone</u> The Panel has requested further information to be circulated on the planning implications following the successful bid for an Enterprise Zone in the District.		A presentation will be delivered by the Head of Planning Services in due course.	June 2011
14/09/10	<u>Tree Strategy Working Group</u> To form a strategy in conjunction with the Tree Officers for the retention and planting of trees.	A series of Working Group meetings have been held. A draft policy is being		April 2011

Panel Date	Decision	Action	Response	Date
		drawn up by Brian Ogden for submission to the group for comment.		
<p>13/9/11</p> <p>10/1/12</p>	<p><u>Waste Collection Working Group</u></p> <p>A Working Group appointed to look into waste collection policies. The Working Group comprises of Councillors Baker, Godfrey, Harlock and Hyams, and Mr M Phillips.</p> <p>Following consideration of the Advanced Waste Partnership report it was agreed that the work of the partnership could overtake the findings of the working group, therefore the Working Group study should be put on hold.</p>	<p>First meeting held on 6/10/11 with Mr E Kendall – Head of Operations.</p> <p>The study of the Waste Collection Working Group has been postponed and will be reviewed in due course.</p>	<p>The Group established their terms of reference and a way forward for their study.</p>	
<p>8/11/11</p> <p>6/1/12</p>	<p><u>Design Principles for Future Developments Working Group</u></p> <p>A Working Group appointed to examine the matters raised during the Panel's discussions on Loves Farms, St Neots. The Working Group comprising of Councillors Banerjee, Curtis, Godfrey and Harlock will make recommendations to inform future developments.</p> <p>First meeting of the Working Group held. Councillor Mrs M Banerjee appointed rapporteur. It was agreed that the Working Group needed an overview of the site from a planning officer and this should be followed by a site visit.</p>	<p>Working Group met with the Head of Planning Services on 26th January to receive an overview of the Loves Farm site.</p> <p>Site visit to be held on 2nd March 2012.</p>	<p>Site visit with Jennie Parsons and Mike Huntington to be arranged.</p>	

Panel Date	Decision	Action	Response	Date
5/12/11	<p><u>Drainage Issues</u></p> <p>Consideration was given to a petition in respect of sewage overflow at Windsor Road and Main Street, Yaxley. Members were advised that the Executive Leader had written to Anglian Water expressing his concern over flooding issues in Yaxley and a response had been received. Although Anglian Water's response addressed the specific flooding incident, Members were not satisfied with Anglian Water's programme to prevent problems from occurring and their response to sewerage system failures.</p>	<p>Given the lack of powers that the Council has to influence Anglian Water, Members requested that the Leader of the Council writes to the Environment Agency to highlight their concerns and to ask it to ensure it used its enforcement powers where merited.</p>	<p>The Managing Director (Communities, Partnerships and Projects) will follow this concern up with the Environment Agency. The Executive Leader has responded to Anglian Water to state that he is not satisfied with their programme to prevent problems from occurring and their response to sewerage system failures.</p>	
9/2/12	<p>The Panel received a presentation from the County Council's Flood and Water Manager on Flood Risk Management. During the presentation the issue of flooding in Yaxley was raised by Members and officers undertook to investigate this matter further.</p>	<p>C Allen, Project and Assets Manager has met with Anglian Water to discuss issues and will continue to pursue this matter.</p>		
10/1/12	<p><u>Land Use for Agricultural Purposes in the Context of Planning Policies and its Contribution to the Local Economy.</u></p> <p>The Panel considered the Cambridgeshire Green Infrastructure Strategy and raised concerns over the lack of reference to local agriculture in planning policies.</p>	<p>A Working Group comprising of Councillors Mrs M Banerjee, P M D Godfrey, G J Harlock, D Harty and Mr D Hopkins has been appointed to review the lack of promotion and protection of land for agricultural purposes and to ensure that local agriculture is included in the new local plan.</p>		

Panel Date	Decision	Action	Response	Date
9/2/12	The Working Group had their first meeting on 9 th February 2012 and identified a methodology and way forward for the study.	Meeting scheduled with Planning Service Manager (Policy) on 12 th March to receive an overview of relevant planning policies.		March 2012
	<p><u>Forward Plan</u></p> <p>14/06/11 Waste Collection and Recycling Policies</p> <p>12/10/11 Huntingdon West Master Plan</p> <p>12/10/11 Planning for Sustainable Drainage Systems (SUDs)</p> <p>10/01/12 Community Infrastructure Levy (CIL)</p>			<p>10/4/12</p> <p>10/7/12</p> <p>19/6/12</p> <p>19/6/12</p>

Decision Digest

Edition 122

Monthly summary of the decisions taken at meetings of the Council, Cabinet, Overview & Scrutiny and other Panels for the period 1st to 24th February 2012.

BUDGET 2012/13 AND MEDIUM TERM PLAN 2013 TO 2017

The Overview & Scrutiny Panel (Economic Well-Being) and the Cabinet have reviewed the Medium Term Plan (MTP) 2013 -2017 and the Budget and level of Council Tax for 2012/13. The Panel has thanked the Cabinet for its positive response to its previous recommendations on the draft Budget and MTP.

In considering the proposed level of Council Tax for 2012/13, Members supported an increase of £4.34 for a band D property in order to meet unavoidable inflation and preserve valued services as far as possible both this year and in the future.

The Panel previously has recommended that the Council should identify what services might be retained for any additional income. The proposed increase in Council Tax will generate £100k. Members have suggested that this might, for example, contribute towards the indicative budget for the voluntary sector, which was approved at the Cabinet's last meeting, instead of finding alternative savings.

On the subject of funding for the voluntary sector, the Panel has asked that Overview and Scrutiny be informed of the next steps that will be taken to finalise future arrangements between the sector and the Council. The Cabinet has confirmed that the Social Well-Being Panel will be examining in detail

the policies and mechanisms for the distribution of the funds.

The Panel has discussed at length the Council's future levels of reserves. Members are of the opinion that the Council should seek to increase its reserves and have restated their position that if it is reasonable to do so reserves should be increased to £5M. This position is partly informed by the fact that it is only possible to use reserves for one-off projects. It is acknowledged that the sums put into reserves will not be used to provide services. The Cabinet has confirmed that the level will be reviewed as part of the Council's financial forecast each September.

Having noted that the 2012/13 Budget contains no unidentified savings, the Panel has restated its view that the feasibility of achieving some future years' savings in 2012/13 should be investigated. With reference to a recent example from their study on support services, the Panel has reiterated the need to ensure that previously identified savings are rigorously applied to each section's budget to ensure they are accurate at the start of the year. The Head of Financial Services informed the Cabinet that the latter related to confusion as to whether a saving had been achieved, rather than to whether the budget had been reduced by the relevant savings target. The Cabinet has also been advised that the final phase of the annual budget process, when budgets are disaggregated to a

lower level, will clarify and resolve such issues.

The Panel has discussed whether it is necessary for the Council to consider its strategic approach if its financial position and the economy generally are better than is represented in the report by the Head of Financial Services. While there may be a danger of creating expectations that cannot be met if such plans are developed, it is argued that there is value in preparing for the full range of future changes. The Panel will revisit this matter in September when the forecast is produced.

As the Council's reserves reduce and its borrowings increase, it will be more important to identify clearly interest costs. With this in mind the Panel has suggested that that interest figures and other such "corporate" items should be included separately in the Summary Budget. The Executive Councillor for Resources will discuss this further with the Managing Director (Resources).

Finally, the Panel has commended employees for their contribution to improving the Council's financial position. In particular, Members have expressed their appreciation of:

- the high rates of Council Tax collection that have been achieved;
- the decision by employees to accept no pay increase again in April 2012;
- the continuation of the trend for the budget to be underspent rather than for any spare sums to be used on low priority items; and
- the work undertaken by the Financial Services section to prepare the

MTP, Budget and Financial Plan.

At the conclusion of their deliberations, the Panel has endorsed the report to Cabinet. Subsequently, the Cabinet has recommended to Council that the proposed Budget, Medium Term Plan and Financial Plan be approved and that Council Tax for 2012/13 be increased by £4.34 per year (a Band D charge of £128.51).

TREASURY STRATEGY

MANAGEMENT

In accordance with its responsibility for scrutinising Treasury Management, the Overview and Scrutiny Panel (Economic Well-Being) has reviewed and endorsed the Treasury Management Policy and Strategy for 2012/13 and the Prudential Indicators for submission to the Cabinet and Council.

Subsequently, the Cabinet has recommended the adoption of the Strategy to Council.

CUSTOMER MONITORING REPORT

SERVICES

The Overview & Scrutiny Panel (Economic Well-Being) has considered the Customer Service Quarterly Performance Report for the period October to December 2011, on the levels and standards of service that have been achieved. In response to a comment on the service's 'speed of response', Members have been informed that a recruitment freeze has meant that a number of posts have been held vacant, which has had an impact on performance. However, customer satisfaction remains high. In the circumstances, the Panel has commended the performance of the Customer Services managers.

Following a dip in performance on a particular day because of a failure of an IT system, the Panel has been assured that the business continuity arrangements for the service includes reference to suppliers to ensure all IMD contracts are covered by service recovery standards. It has been suggested that it might benefit customers and ease pressure at peak times if information about those times during which there is high demand for service is displayed in customer service areas.

The Panel has been pleased to note the results of a recent survey which records employee satisfaction levels at both the Call Centre and the Customer Services Centre at 97%. Despite the challenges faced by the service, this represents a significant increase since the previous survey was conducted. Generally, the service's targets take account of the need to achieve budgetary savings and reflect a reduction in staffing levels.

A further report will be considered by the Panel in six months time.

FUNDING FOR CCTV

The Overview and Scrutiny Panels for (Economic Well-Being) and (Social Well-Being) have received an update on the future operation of the CCTV service. Members have been acquainted with the progress made in negotiations with partner organisations on how they might contribute towards the cost of the service and the terms of the agreements that might be reached with them.

The Panels have discussed the implications for the future budget and operation of the service. With these in mind, Members of the Economic Well-Being Panel have asked the Social Well-Being Panel to give further consideration to these matters.

Members of the Social Well-Being Panel have subsequently agreed to include this within their work programme. The Economic Well-Being Panel has also requested a presentation on the Business Improvement District for Huntingdon at a future meeting.

Members have noted that investigations are continuing into whether there would be any benefit in outsourcing the service. However, it has been reported that those Councils who have outsourced their service have not seen a significant saving in their CCTV budget.

A report on service changes in 2012/13 has been requested for submission to a future meeting of the Social Well-Being Panel.

EMPLOYMENT REPORT

The Employment Panel has considered a range of information relating to the management of the Council's workforce and the workload of the Human Resources Team. This has included the latest position and trends relating to:-

- ◆ employee numbers;
- ◆ salary costs;
- ◆ employee turnover;
- ◆ retention of new starters;
- ◆ sickness absence reporting; and
- ◆ the Human Resources caseload.

In considering the information which was provided, the Panel has discussed in detail the statistics relating to sickness absence. Members have noted that the annual average days sickness per FTE employee has reduced from 8.5 to 8.4 days in the year to 31st December 2011 and remains well below the average for local government. The Panel also has noted

that the Human Resources Team has modified the categories in which sickness is recorded which should produce a better picture of the reasons for sickness absence in the next quarterly report. Members have emphasised the need for Heads of Service and Activity Managers to record information accurately so that appropriate interventions can be introduced.

In considering the statistics for sickness in the category 'stress, depression, mental health and fatigue', Members have noted that a number of Mental Health Awareness sessions had been arranged for employees. The Panel has discussed the need to engage managers in these type of programmes and have been reminded that all Heads of Service have a Key Performance Indicator for staff management.

The Panel has discussed whether there was a need to establish a corporate performance indicator for sickness management. Although the need for targets was discussed, the Panel agreed that it was sufficient to report and monitor progress at future meetings.

A copy of the full report is available from Democratic Services on request and has been published on the District Council's website.

REVIEW OF EMPLOYEE CAR LOAN SCHEME

Following recent review, the Employment Panel has endorsed a number of changes to the existing Car Loan Scheme. The changes will ensure that individual employees are not encouraged to borrow more than is affordable and to simplify the administration of the scheme, by bringing interest rates into line with those used by the HMRC.

Having noted concerns about whether the Council should continue to offer the option of a car loan scheme to its staff, the Panel has agreed that the longer term retention of the scheme should be considered as part of the discussions with employees on the review of pay and the pay structure.

PAY POLICY STATEMENT

The Employment Panel has given preliminary consideration to the content of a proposed Statement of Pay Policy for 2012/13. The Pay Policy Statement provides information about the Council's policies relating to the pay and reward of chief officers and other employees, as required by sections 38 – 43 of the Localism Act 2011.

In considering the content of the statement, Members have sought clarification on a number of matters and commented on the presentation of some of the information within the report. As there were still several matters which required further clarification, the Executive Leader requested that the paper be updated before being submitted to the Council for approval.

PAY REVIEW PROJECT

The Employment Panel has received an update on the discussions between Employees' Side representatives in advance of the review of the Council's pay grades and bands.

In considering the principles and objectives which had been agreed for the project, Members have made a number of comments and suggestions for consideration during the review. Further updates on progress will be submitted to future meetings.

UPDATE ON HR REVIEW OF HR SERVICES

The Employment Panel has received an update on current discussions regarding the future of the District Council's Human Resources and Payroll function. Members have been informed that there was still a significant amount of work to be undertaken to determine whether the Council wished to pursue a proposal to outsource the function. Officers are making strenuous efforts to enable the Cabinet to reach a conclusion at their meeting on 22 March 2012, although it was noted that this is a matter not to be rushed and consequently may be addressed by a later Cabinet meeting.

NHS CONSULTATION: PROPOSED REDESIGN OF MENTAL HEALTH SERVICES ACROSS CAMBRIDGESHIRE AND PETERBOROUGH

Following on from the Overview and Scrutiny Panel's (Social Well-being) submission of a response to the consultation on the Proposed Redesign of Mental Health Services Across Cambridgeshire and Peterborough, representatives of NHS Cambridgeshire were in attendance at the Panel's meeting to respond to the concerns raised. Members of the Panel are still not satisfied that the case for the closure of Acer Ward at Hinchingsbrooke Hospital has been justified. Whilst the Panel has expressed support for the proposals to strengthen and enhance community services and welcomed the decision to relocate the Crisis Resolution Home Team back to Huntingdon, Members are of the view that an acute facility in Hinchingsbrooke Hospital forms an integral part of the redesign of services. Assurances have also been sought that if Acer Ward is closed, a budget should be established on an ongoing basis to assist patients travelling to and from alternative facilities.

HUNTINGDONSHIRE STRATEGIC PARTNERSHIP: HEALTH AND WELL-BEING THEMATIC GROUP

Details of the Huntingdonshire Health and Well-Being Group were presented to Members of the Overview and Scrutiny Panel (Social Well-Being) including its outcomes, membership, terms of reference and action plan. New strategic governance arrangements are in the process of being established. The draft Joint Health and Well-Being Strategy will be submitted to a future meeting of the Panel once approved for consultation by the Shadow Health and Well-Being Board. The Panel will continue to have sight of the Group's action plan on an annual basis.

MONITORING OF SECTION 106 AGREEMENTS (PLANNING OBLIGATIONS)

The receipt and expenditure by the Council of money negotiated under Section 106 Agreements was noted by the Overview and Scrutiny Panels (Social Well-Being) and (Environmental Well-Being).

NEIGHBOURHOOD FORUMS WORKING GROUP

An update on the outcome of a recent meeting of the Neighbourhood Forums Working Group was delivered to the Overview and Scrutiny Panel (Social Well-Being). Members had met with the Huntingdonshire Area Commander for the Police to discuss the Working Group's proposals thus far. Proposed boundaries and elected Member representation for each area are currently under review by the Working Group.

ROLL FORWARD OF CORE STRATEGY – LOCAL PLAN PROJECT PLAN

The Cabinet has approved the new Local Development Scheme for Huntingdonshire for publication and commencement on 24th February 2012. The scheme sets out the proposed programme for the production of the Huntingdonshire Local Plan to 2036 and includes key milestones to inform people about opportunities to be involved in the process. It has arisen as a result of amendments to the plan-making process in the Localism Act, the publication of a new National Planning Policy Framework and consultation on the Local Planning Regulations.

The document was considered also by the Overview and Scrutiny Panel (Environmental Well-Being) who, having noted that the Plan should be “prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements” reiterated its previously expressed concerns regarding the Council’s lack of influence over the implementation of infrastructure works.

Members have been advised that contingency plans have been developed in relation to travellers’ sites and wind farms that will be used until the necessary policies have been adopted.

CASTLE HILL HOUSE – FORMER HUNTINGDONSHIRE COUNCIL OFFICES – HIGH STREET, HUNTINGDON

An update on progress to market Castle Hill, House, Huntingdon has been reported to Cabinet. In considering the contents of the report, Members were disappointed that the Overview and Scrutiny (Economic Well-Being) had not been given an opportunity to consider details of an offer received for the

former Council offices. In that respect and having requested further information on the options available to the Council, Executive Councillors have deferred the item to a special meeting of the Panel and Cabinet to be held on 28th February 2012.

FLOOD RISK MANAGEMENT ACTIVITIES

The Overview and Scrutiny (Environmental Well-Being) Panel has received a presentation from Cambridgeshire County Council’s Flood and Water Manager on flood risk management activities. Members have been advised that the Cambridgeshire Flood Risk Management Strategy is the product of a series of reviews and Acts that have been passed following nationwide flooding in 2007. The Cambridgeshire Flood Risk Management Partnership is made up of local District Councils, Cambridgeshire County Council, Cambridgeshire Constabulary, Anglian Water, the Environment Agency, Middle Level Commissioners and 3 of 63 local internal drainage boards (IDBs). The Strategy considers the impact of climate change and specifies how the County Council will exercise a strategic oversight role over flood risk management. As part of this, the County Council has to maintain a register of assets for flood risk management, adopt, approve and maintain sustainable drainage systems in new developments, regulate flows of ordinary water courses outside IDBs and plan for and manage any flood emergencies. It also investigates instances of flooding in order to establish responsibility and find solutions to problems. The new arrangements strongly emphasise joint working and the partner organisations have concurrent powers. Under the legal framework that has been established, a single authority usually has statutory responsibilities for

particular aspects of flood management with others having permissive powers. The District Council largely has permissive powers.

CAMBRIDGESHIRE FUTURE TRANSPORT STRATEGY

The Overview and Scrutiny (Environmental Well-Being) Panel has been advised of a joint scrutiny review of the Cambridgeshire Future Transport Project which had been planned by the County Council and District Councils within Cambridgeshire. Owing to uncertainty over the future of the project, it has been decided to defer appointing a representative to the review group.

FEES AND CHARGES

The Licensing and Protection Panel has noted a new schedule of fees and charges for licenses issued by the District Council. The charges, which will come into effect from 1st April 2012, have been increased by 7.5%, with the exception of street trading licences which are limited to an inflationary increase of 2.5%, in an effort to move towards full cost recovery of the licensing service.

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