

A meeting of the **OVERVIEW AND SCRUTINY PANEL (ECONOMIC WELL-BEING)** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 6 DECEMBER 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 - 10)

To approve as a correct record the Minutes of the meeting held on 8<sup>th</sup> November 2012.

**Mrs C Bulman  
388234**

**2. MEMBERS' INTERESTS**

To receive from Members declarations as to disclosable pecuniary, non-disclosable pecuniary or non pecuniary interests in relation to any Agenda item. See Notes below.

**3. NOTICE OF EXECUTIVE DECISIONS** (Pages 11 - 14)

A copy of the current Notice of Executive Decisions is attached. Members are invited to comment as appropriate on any items contained therein.

**Mrs H Taylor  
388008**

**4. UPDATE 2013 / 14 BUDGET & MTP** (Pages 15 - 56)

To consider a report by the Head of Financial Services.

**S Couper  
388103**

A copy of the report – Controllable Budgets by Budget Holder has been circulated separately to the Agenda.

*(All Members of the Council have been invited to attend for the discussion on this item).*

**5. TREASURY MANAGEMENT REVIEW OF PERFORMANCE: 6 MONTHLY REVIEW** (Pages 57 - 64)

To consider a report by the Head of Financial Services.

**S Couper  
388103**

**6. EXCLUSION OF THE PUBLIC**

To RESOLVE :-

that the public be excluded from the meeting because the business to be transacted relates to the financial or business affairs of a particular person (including the authority holding that information).

**7. DISPOSAL OF LAND, ST MARY'S STREET, HUNTINGDON**

To consider a report by the Head of Environmental Management.  
**(TO FOLLOW).**

**C Allen  
388380**

**8. RE-ADMITTANCE OF THE PUBLIC**

To RESOLVE:

that the public be re-admitted to the meeting.

**9. WORKPLAN STUDIES (Pages 65 - 70)**

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

**Mrs C Bulman  
388234**

**10. OVERVIEW & SCRUTINY PANEL (ECONOMIC WELL-BEING) - PROGRESS (Pages 71 - 76)**

To consider a report by the Head of Legal and Democratic Services.

**Mrs C Bulman  
388234**

**11. SCRUTINY (Pages 77 - 82)**

To scrutinise decisions taken since the last meeting 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 28 day of November  
2012



Head of Paid Service

**Notes**

**A. Disclosable Pecuniary Interests**

(1) *Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.*

(2) *A Member has a disclosable pecuniary interest if it*

*(a) relates to you, or*

*(b) is an interest of -*

*(i) your spouse or civil partner; or*

*(ii) a person with whom you are living as husband and wife; or*

*(iii) a person with whom you are living as if you were civil partners*

*and you are aware that the other person has the interest.*

(3) *Disclosable pecuniary interests includes -*

*(a) any employment or profession carried out for profit or gain;*

- (b) any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as a Member (except from the Council);*
- (c) any current contracts with the Council;*
- (d) any beneficial interest in land/property within the Council's area;*
- (e) any licence for a month or longer to occupy land in the Council's area;*
- (f) any tenancy where the Council is landlord and the Member (or person in (2)(b) above) has a beneficial interest; or*
- (g) a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.*

**B. Other Interests**

*(4) If a Member has a non-disclosable pecuniary interest or a non-pecuniary interest then you are required to declare that interest, but may remain to discuss and vote.*

*(5) A Member has a non-disclosable pecuniary interest or a non-pecuniary interest where -*

*(a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the authority's administrative area, or*

*(b) it relates to or is likely to affect any of the descriptions referred to above, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association*

*and that interest is not a disclosable pecuniary interest.*

**Please contact Mrs Claire Bulman, Democratic Services Officer, Tel 01480 388234 / email [Claire.Bulman@huntingdonshire.gov.uk](mailto:Claire.Bulman@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](http://www.huntingdonshire.gov.uk) (under Councils and Democracy).

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

**Emergency Procedure**

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

## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (ECONOMIC WELL-BEING) held in MEETING ROOMS 0.1A AND B, GROUND FLOOR, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN on Thursday, 8 November 2012.

PRESENT: Councillor T V Rogers – Chairman.

Councillors G J Bull, S Greenall, R Harrison, R B Howe, P G Mitchell, M F Shellens and A H Williams.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillor E R Butler and Hall.

### **52. MINUTES**

The Minutes of the meeting held on 4<sup>th</sup> October 2012 were approved as a correct record and signed by the Chairman.

### **53. MEMBERS' INTERESTS**

Councillor M F Shellens declared a non pecuniary interest in Minute No. 56 as a Member of Brampton Parish Council.

Councillor A H Williams declared a non pecuniary interest in Minute No. 56 as the Chairman of Brampton Choral Society.

Councillors G J Bull and P G Mitchell declared a non pecuniary interest in Minute No.55 as residents who were currently in possession of two green waste collection bins.

### **54. LOCAL GOVERNMENT ACT 2000 - FORWARD PLAN**

*(During the discussion on this item (7.10pm) Councillor S Greenall took his seat at the meeting).*

The Panel considered and noted the current Notice of Executive Decisions (a copy of which is appended in the Minute Book). The Chairman reported that it would have been normal practice to dedicate the Panel's December Meeting to the Budget and MTP. However as the necessary information for a full budget report to be prepared had not yet been received from Central Government, the Chairman indicated that he intended to allow other items also to be considered at the meeting.

### **55. CHARGING FOR A SECOND GREEN BIN**

*Councillors M Banerjee, Ward Member for Yaxley and Farcet, I C Bates, Ward Member for the Hemingfords, P L E Bucknell, Ward*

*Member for Warboys and Bury, Councillor D M Tysoe, Executive Councillor for the Environment, and Councillor J D Ablewhite were in attendance for this Item).*

The Panel considered a report by the Head of Operations (a copy of which is appended in the Minute Book) setting out the case for reducing the cost of the refuse and recycling service by introducing an annual charge of £40 for an additional green waste bin. The report had been considered by the Overview and Scrutiny Panel (Environmental Well-Being) who had agreed that the Council should not introduce a charge and the Cabinet had referred the matter to the Overview and Scrutiny (Economic Well-Being) for further consideration.

Councillor D M Tysoe explained that the Council currently spent £1.3M on collecting green waste, which represented 40% of the Council's total costs for waste collection and for which the Council did not receive any additional funding. A significant number of other Authorities charged a separate fee for all green waste collection. The Council was proposing to provide free collection of the first green bin for all its residents but the collection of the second green bin should be regarded as a premium service and, therefore should attract a charge. For the majority of residents in the District this represented no change to the current service.

Councillor Tysoe then sought to address the concerns which had been raised previously regarding the impact of the changes on green waste collection levels with the District. He suggested that whilst there might be an immediate reduction in the green waste collected, he did not expect the level of green waste collected to be lower in the medium term. The Panel's attention was drawn to the sensitivity analysis which was set out in section 6.2 of the report. This was based on a 40% reduction in residents subscribing to the new service. Councillor Tysoe reiterated that whilst the Council had previously sought to resist making cuts to services, the current budgetary situation dictated that consideration would need to be given to a number of difficult decisions in the future.

Members asked about the experience of other Councils who had introduced a charge for the collection of a second green bin. The Panel noted that there were currently 13 Authorities who made such a charge which ranged from £15 to £140 per annum. It was also reported that there had been no increase in fly tipping in those areas. Members indicated that it would have been useful to have had this type of information together with the detailed financial analysis within the report.

In considering the proposal, Members expressed concerns that it would result in residents putting additional green waste into their domestic waste bins and enquired what steps the Council would take if a resident did not pay the charge for the second green bin. Members were assured that waste collection operatives would not collect any bins in which green waste had been deposited and a note would be placed on the bin to this effect. All green bins remained the property of the District Council, who would instigate recovery procedures if necessary. In response to other questions, the Panel

noted that the proposed £40 charge was based upon the median figure for other authorities and that it would not be possible to discount further the cost of compost bins through the Council's Compost Bin Scheme.

In terms of the impact of the proposals, Members commented that there would be a particular effect on the rural areas, where a number of properties had a higher Council tax banding and it could, therefore be perceived to be unfair. Reference was also made to the likely public reaction from residents of Wyton on the Hill which was a private estate, and the level of the charge compared to the District Council's portion of the Council Tax.

On the question of the set up costs associated with the implementation of the charge, Members were advised that efforts had already been made to reduce the capital costs. The inclusion of the cost of one Full Time Equivalent post was an estimate of the additional resources that would be required from an analysis of all the tasks in the process. It would not be possible to absorb the administration into existing workloads.

At the invitation of the Chairman, Councillors Mrs M Banerjee, I C Bates and P L E Bucknell addressed the Panel. Councillor Bucknell expressed the view that residents would not pay for a second bin and would instead put green waste into grey bins. There would also be a consequently increase in fly tipping. He stated that VAT would apply because the charge was for a service and also reported on his discussions with a representative from a London Council, which had introduced such a charge, who has expressed the view that it was a mistake to do so. He also reported on his discussions with other local authority representatives whose investigations had led them to conclude that it would not be in their interest to introduce a charge for the collection of the second green bin.

Councillor Mrs M Banerjee reminded the Panel that the collection of green waste had been introduced to respond to a European Union Directive. To remove this facility would be unpopular with Huntingdonshire residents and would damage public perception of the Council.

Councillor I C Bates urged the Panel to endorse the views which were set out in the report of the Overview and Scrutiny Panel (Environmental Well-Being). In doing so, he stressed that the Environmental Panel had unanimously agreed that the Council should not introduce a charge for a second green bin. The waste collection service was a universal service, which was valued and recognised by the Community. The introduction of a charge would have an adverse effect on recycling rates and would represent a loss of service to the public. Finally, and in recognising the need for the Council to make budgetary savings, he expressed concern that the Panel was being asked to consider one proposal in isolation and not a range of possible options. Having suggested that savings could be achieved in staffing costs and from the One Leisure Service, he recommended that the Council should not take a decision on this matter until other options had been assessed.

In response, Councillor Tysoe informed the Panel that the Cabinet was looking at a number of options to achieve budgetary savings for the Authority. He reminded the Panel that the Council did not have a statutory responsibility to collect green waste and drew attention to the fact that 83 Councils within the Country currently charge for the collection of the first green bin which was not something that this Council was intending to introduce. He did not believe that this proposal would reduce recycling. Fly tipping was a criminal offence and the Council would undertake enforcement to combat it. Advice had been received that VAT would not apply on residential collections.

The Executive Leader confirmed that the Cabinet was looking at a number of 'big ticket' items for generating further savings. For example a Business Plan for One Leisure was currently being prepared.

In terms of the Council's financial position more generally, the Chairman drew the Panel's attention to the recent announcement by Central Government that increases in Council Tax in 2013 should be limited to 2%. This would require the District Council to find additional savings in the region of £680K to £940K and he indicated that the Panel should give further consideration to a range of possible options for delivering savings.

Having agreed that the business case for the additional charge was sound, Members were however of the opinion that it should be considered in the context of a range of other options for achieving budgetary savings. In view of concerns about the likely damage to the public's opinion of the Council, it was moved by Councillor M F Shellens and seconded by Councillor P G Mitchell that the charge should only apply for new requests for second green bins or where there was a change in the ownership of a property. Upon being put to the vote, the motion was declared to be lost. Whereupon, it was

RESOLVED

that the proposal to introduce a charge for a second green bin should be supported in principle, subject to it being considered as part of a package of savings.

## **56. ASSETS OF COMMUNITY VALUE**

With the assistance of a report by the Head of Legal and Democratic Services (a copy of which is appended in the Minute Book), the Panel considered the Council's proposed arrangements for dealing with applications for listing community assets. The Head of Legal and Democratic Services explained that as part of the Localism Act 2011, legislation had been introduced to assist local community groups preserve buildings or land which they considered to be important to their community's social well-being. Members' attention was then drawn to those bodies which could make nominations and to the proposed process for nominating an asset. Members were assured that Ward Members would be consulted on all applications.

In considering the contents of the report, the Panel questioned how



Parish Councils and other interested charities had been made aware of the introduction of the new legislation. Members were informed that a briefing note had been sent to all District Councillors and that this could be circulated to Parish Councils. They were advised that it would not be appropriate to provide any examples of the assets that might be listed given that the District Council had an obligation to determine applications, and this might be regarded as pre-determination.

In terms of the arrangements for dealing with compensation claims, the Panel was informed the Government had indicated that the estimated costs of compensation would be included within the 'new burdens' funding. In addition, the Government had committed to meet the cumulative costs of compensation exceeding £20k in one financial year. In the event of claims exceeding this limit, the District Council would have to request further reimbursement.

Members requested clarification of those bodies which could make a nomination and asked whether a disposal would be exempt from the moratorium arrangements in the case of an individual or organisation being placed into administration. The Head of Legal and Democratic Services undertook to investigate this further and advise Members in due course.

#### **RESOLVED**

that the Cabinet be recommended to

- a) delegate responsibility for receiving and processing applications to the Corporate Team Manager;
- b) delegate responsibility for determining whether an asset should be listed on the register of community assets or not to a panel of 3 appropriate Council Officers (who may be drawn from Planning and Housing Strategy, Environmental & Community Services and Legal & Democratic Services, supported by the Corporate Team) to be designated by COMT;
- c) delegate responsibility for determining reviews against listing of assets by the owners to the Head of Planning & Housing Strategy after consultation with the Head of Legal & Democratic Services (or their nominees);
- d) delegate responsibility for putting in place appropriate arrangements for determining requests for compensation and any review requests to the Corporate Team Manager; and
- e) request the Corporate Team Manager to put in place arrangements for publishing how applicable groups can go about making a nomination.

## 57. HUNTINGDONSHIRE ECONOMIC ASSESSMENT - KEY FINDINGS

*(Councillor J D Ablewhite, Executive Leader was in attendance for this item).*

By way of introduction, the Executive Leader informed the Panel that the Local Economic Assessment was a valuable tool for establishing the strategic economic direction of the District. Overall, the results presented a positive picture of economic development within Huntingdonshire. He drew particular attention to the Enterprise Zone and the fact that the first tenant had now been secured for the Incubator Unit on the site. He also drew attention to the large role played by manufacturing within the District and the Panel was informed that there had been an increase in the number of start up businesses within the District during the past year.

The Economic Development Manager explained that the Local Economic Assessment had been undertaken to provide an evidence base for a new Economic Strategy. A review of the Strategy was being undertaken to coincide with the creation of the new Local Plan for the District and to reflect a number of significant changes since the last review, namely, the impact of the recession and the establishment of the Local Enterprise Zone.

The Panel was advised that as part of the first stage of the assessment process, the data had been grouped into three themes – People and Communities, Business and Enterprise and Sustainable Economic Growth. The data had been tested at a number of workshops with stakeholders, elected Members and Officers.

In considering the themes which had been identified, Members were acquainted with relevant findings in each area. Particular attention was drawn to concerns about future labour supply and the structure of the economy arising from low population growth forecasts. Concern was also expressed about a decline in the level of job applicants with NVQ qualifications.

Comment was made with regards to the figures for housing growth within the District. Members noted that one person households were predicted to take up a significant proportion of the increase in the number of households. The Executive Leader explained that a significant issue going forward would be the affordability of housing within the District. House prices in Cambridge were expected to continue to rise over the course of the next few years which would have a knock on effect on the surrounding areas. Furthermore Members noted that the commercial property market had stalled and the relevant data appeared to indicate that there was a mismatch between the type of properties that were available and those for which there was a demand.

Having noted the outcome of the conversations with local businesses and the stakeholder workshops on the assessment data, the Economic Development Manager drew attention to the eight priority areas which had been developed for action. Councillor Ablewhite urged Members not to underestimate the role of the District Council in promoting Economic Development within the District. In this respect

he made reference to the Council's role in developing the Local Enterprise Partnership and establishing the Local Enterprise Zone.

In terms of the next stage of the process, the Panel commended the Economic Development Manager for the work that had been produced, which would underpin the future strategic development of Huntingdonshire. Members were informed that work would now be undertaken to draw up a new Local Economy Strategy for the District. In view of the significance of this piece of work, they were of the opinion that this warranted further consideration by the Panel. With this in mind, the Economic Development Manager was requested to present the Strategy and associated action plans to the Panel in the New Year.

**58. CORPORATE BUSINESS CONTINUITY PLANNING (2012 ANNUAL REPORT)**

*(Councillor J D Ablewhite, Executive Leader, was in attendance for this item).*

With the assistance of a report by the Head of Information Management (a copy of which is appended in the Minute Book) the Panel received an update on the progress that had been made in reviewing the Council's corporate business continuity arrangements. By way of introduction, the Executive Leader explained that a Business Continuity Plan was being developed to replace the Council's former Service Recovery Plan. Good progress had been made, but this had not yet been completed.

The Head of Information Management outlined the process which had been undertaken to develop and maintain the Business Continuity Plan for the Council. Detailed information was provided on the background to the need to change the existing processes, the specific work which had been undertaken, the issues and risks which had been identified and the resource requirements of the process. Having been advised of the next steps in the process, Members were provided with details of the incidents during the last 12 months which had triggered action by the Business Continuity Team. It was intended to review the Plan on an annual basis, the outcome of which would be considered by the Corporate Governance Panel.

Councillor R B Howe drew attention to the current problems being experienced with the remote My Office system which was not allowing Members to obtain access to My Office and associated software. Comment having been made about the action which was being taken to communicate with those councillors about the problem and the length of the down-time, Members were informed that the ICT Support Officer was making efforts to contact affected individuals and, where appropriate, Council emails would be redirected to their personal email accounts. As the problem was a result of a major hardware failure it was not possible to resolve it immediately. The Head of IMD explained that in future, the Council would broadcast MMS messages to affected individuals. Work was ongoing with Democratic Services to establish a contact list for elected Members

for this purpose.

In considering the contents of the report, Members enquired what action would be undertaken to test the Plans and were informed that because of the associated costs involved, this may well be undertaken on a bi-annual basis in conjunction with the Council's Emergency Plan. In terms of the resourcing requirements of the Business Continuity Plan, the Panel noted that it had been allocated 0.7 Full Time Equivalents in Officer time. A Member suggested that in the absence of the Head of Information Management and the Head of Environmental Management, a Managing Director should nominate a Head of Service to take the corporate lead on behalf of the Strategic Management Group should the Plan need to be implemented.

In concluding the discussion, the Executive Leader reminded the Panel that the District Council's Emergency Planning Arrangements were considered to be exemplary and that it was important to give due and appropriate consideration to the Council's arrangements for business continuity.

#### **59. APPOINTMENT OF NEW INDEPENDENT MEMBER**

Councillor G J Bull reported on the outcome of the Selection Panel which had met on 7<sup>th</sup> November 2012 to interview candidates for the vacant position of co-opted Member. The Panel was informed that two candidates had been acceptable and that the unsuccessful applicant should be kept on a reserve list for any future vacancies. Whereupon, it was

RESOLVED

that the Council be recommended to appoint Mr R Eacott as a Co-Opted Member to the Overview and Scrutiny (Economic Well Being) Panel for a period of four years.

#### **60. WORKPLAN STUDIES**

The Panel received and noted a report by the Head of Legal and Democratic Services (a copy of which is appended in the Minute Book) containing details of studies that were being undertaken by the Overview and Scrutiny Panels for Social and Environmental Well-Being.

Pursuant to Minute No. 49, the Chairman reported on the outcome of his discussions with the Executive Leader on the One Leisure review and more generally about the role of scrutiny. The Executive Leader had agreed that overview and scrutiny should be able to operate independently and without any constraints imposed by the Cabinet. In terms of the One Leisure Review, the Chairman had agreed that work on the business model would not continue until the Business Plan had been completed and considered by the Panel.

With reference to the review of Neighbourhood Forums, Councillor R B Howe reported that he had written to the Executive Leader of the Council to ask him to review the decision to put the Forums in

abeyance pending the completion of the pilot of the Local Joint Committee. In his view a mechanism that enabled the different tiers of local government to work together was particularly necessary at this point in time and the progress that had been made by the Forums would be lost. The Panel endorsed this view and agreed to convey these comments to the Leadership.

**61. OVERVIEW & SCRUTINY PANEL (ECONOMIC WELL-BEING) - PROGRESS**

The Panel received and noted a report by the Head of Legal and Democratic Services (a copy of which is appended in the Minute Book) reviewing progress on matters that had previously been discussed. Members were informed that a meeting of the Borrowing Working Group had now been held. The Group had requested further information to enable them to examine the Council's current practices and financial position. A further report would be forthcoming in due course.

**62. SCRUTINY**

The Panel considered and noted the latest edition of the Council's Decision Digest (a copy of which is appended in the Minute Book).

Chairman

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Subject/Matter for Decision	Decision/recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Council Tax Base***	Chairman of Corporate Governance and Section 151 Officer	12 Dec 2012	None	Julia Barber, Head of Customer Services Tel No. 01480 388105 or email Julia.Barber@huntingdonshire.gov.uk		J A Gray	All
Review of Lettings Policy	Cabinet	13 Dec 2012	Overview and Scrutiny Report - 4th September 2012	Julia Barber, Head of Customer Services Tel No 01480 388105 or email Julia.Barber@huntingdonshire.gov.uk		B S Chapman	Social Well-Being
Sale of Land, St. Mary's Street, Huntingdon***###	Cabinet	13 Dec 2012	None.	Chris Allen, Project and Assets Manager Tel No. 01480 388380 or email Chris.Allen@huntingdonshire.gov.uk	Exempt under paragraph 3	J A Gray	Economic Well-Being
Business Plan One Leisure - Quarterly Performance Reports##	Cabinet	13 Dec 2012	None	Simon Bell, General Manager, One Leisure Tel No. 01480 388049 or email Simon.Bell@huntingdonshire.gov.uk	Exempt under paragraph 4.	T D Sanderson	Economic Well-Being
Waste Collection - Round Optimisation	Cabinet	13 Dec 2012	None	Eric Kendall, Head of Operations Tel No. 01480 388635 or e-mail Eric.Kendall@huntingdonshire.gov.uk		D M Tysoe	Environmental Well-Being
Council Tax Support	Cabinet	13 Dec 2012	None.	Julia Barber, Head of Customer Services Tel No. 01480 388105 or email Julia.Barber@huntingdonshire.gov.uk		B S Chapman	Economic and Social 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	Reasons for the report to be considered in private	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Local Government Finance Act 2012 NNDR1 Approval	Cabinet	13 Dec 2012	None.	Julia Barber, Head of Customer Services Tel No. 01480 388105 or email Julia.Barber@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Ratification of Technical Reforms of Council Tax	Cabinet	13 Dec 2012	None.	Julia Barber, Head of Customer Services Tel No. 01480 388105 or email Julia.Barber@huntingdonshire.gov.uk		B S Chapman	Economic Well-Being
Carbon Management	Cabinet	13 Dec 2012	None.	Chris Jablonski, Environment Team Leader Tel No. 01480 388368 or e-mail Chris.Jablonski@huntingdonshire.gov.uk		D M Tysoe	Environmental Well-Being
Draft MTP	Cabinet	13 Dec 2012	None	Steve Couper, Head of Financial Services Tel No. 01480 388103 or e-mail Steve.Couper@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Revision of the Wind Power Supplementary Planning Document***	Cabinet	24 Jan 2013	None.	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being
A14	Cabinet	24 Jan 2013	None.	Steve Ingram, Head of Planning Services 01480 388400 or email Steve.Ingram@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being
Bearscroft Farm Urban Design Framework	Cabinet	14 Feb 2013	None.	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		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	Reasons for the report to be considered in private	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Budget and MTP	Cabinet	14 Feb 2013	Draft MTP - previous year's budget report - various annexes	Steve Couper, Head of Financial Services Tel No. 01480 388103 or e-mail Steve.Couper@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Treasury Management Strategy and Prudential Indicators	Cabinet	14 Feb 2013	Previous year's Strategy	Steve Couper, Head of Financial Services Tel No. 01480 388103 or e-mail Steve.Couper@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Local Plan***	Cabinet	21 Mar 2013	None	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being
St. Neots Town Centre Urban Design Framework***	Cabinet	21 Mar 2013	None.	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being

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CABINET

13 DECEMBER 2012

## UPDATE - 2013/14 BUDGET AND MTP (Report by the Head of Financial Services)

### 1 PURPOSE

- 1.1 To enable Cabinet to consider those areas where the Council has enough information to make preliminary decisions in relation to the 2013/14 Budget and the updated MTP.
- 1.2 To update Cabinet on the latest position on various issues which will require decision in the February cycle of meetings.

### 2 BACKGROUND

- 2.1 The Council would normally expect to have enough information by the time this report was prepared in November to consider a final draft of the following year's budget and future MTP. However this year there are a number of very significant changes which have led to a later date for the Government announcement of the key financial data required.
- 2.2 The outlook appears to be bleak because a briefing paper for the LGA Executive Committee refers to additional grant funding cuts for local government of £1bn and that "in some authorities it appears possible that new cuts could amount to more than 10% of core funding from government". The Council's current plan is based on a reduction of 4.9% in cash terms, which is over 7% in real terms.
- 2.3 The Chancellor's "Autumn" statement is programmed for the 5 December and the details of the financial impact for individual local authorities may not be announced until 19 December and there has even been a recent suggestion that some of the information will be issued on 24 December.

- 2.4 This report therefore concentrates on the following topics:

#### **Section 3**

Service budgets including new MTP bids and variations to existing bids. This also includes commentary on the significant changes and any areas where further savings proposals are still being considered for this year or future years.

#### **Section 4**

Current proposals and the estimated impact of the changes from Council Tax Benefit to Council Tax Subsidy

## **Section 5**

Retention of business rates – latest position

## **Section 6**

New Homes Bonus – latest forecast

## **Section 7**

Council Tax level – Secretary of State’s proposed limitation and reward grant.

## **Section 8**

Inflation and Interest Rates – Current proposals.

### **3 SERVICE BUDGETS**

- 3.1 Annex A shows the current year’s budget together with the proposals for the next 5 years for both capital and revenue items. At the start of each Head of Service’s section there is a commentary highlighting the most significant aspects and referring to any further savings areas being considered.
- 3.2 **It is important to note that there are still many adjustments to be made and so the variations at the bottom line of the annex are NOT a reliable indication of what the final Budget/MTP, to be presented in February, will be.**
- 3.3 The Council has already achieved significant savings and made improvements to its forecasting over the years. In February 2007 the 2013/14 budget was forecast at £31.2M with a savings target of £6.3M to get it down to £24.9M. This report is based on a figure of £22.8M.

### **4 COUNCIL TAX SUBSIDY**

- 4.1 A separate report on your agenda deals with the approval of the scheme which the Council intend to apply for 2013/14. The table below summarises the impact of that proposal for 2013/14.

#### **Impact on the Collection Fund**

Benefit Subsidy changes	£737k
Council Tax Reforms	- £814k
<b>Net</b>	<b>-£77k</b>

### **Impact on Huntingdonshire**

Share of above total	£31k
Loss of overpayment subsidy	£100k
Extra collection costs	£40k
Loss of admin subsidy	£30k
Cost of extra payments via post office	£25k
<b>Total HDC Impact</b>	<b>£226k</b>

- 4.2 There is a potential further increase in 2014/15 due to the loss of fraud team funding and extra preparation and software costs this year which will, at least partly, be met from grant.
- 4.3 These figures are still liable to change due to alterations in the basic scheme when it is finalised, the Government's final announcement on grant levels and the level of Council Tax rises for this Council and all precepting authorities.

## **5. RETENTION OF BUSINESS RATES**

- 5.1 The Council agreed to support pooling of business rates subject to a final review once the government's proposed starting data is made available. The critical aspects are whether the starting base appears to a fair and realistic position, whether there might be any significant impact from appeals etc. that are yet to be resolved and, most importantly, what levels of business rates growth (outside the enterprise zone) are anticipated for each authority.
- 5.2 A conference of the relevant planning, economic development and finance staff is planned for early December so that each Council will be better able to respond promptly to whether they wish to stay in the pool when the final Government figures are known later in December.

## **6. NEW HOMES BONUS**

- 6.1 The table below shows the funding included in the approved MTP and the current best forecast of the figure for 2013/14 assuming the rate per property is frozen at the 2012/13 level. There could be a small addition if the Government were to allow any inflation. It also shows an increase in later years because experience is showing that, on average, the homes being built are at a higher Council Tax band than originally assumed.
- 6.2 The risk provision includes a sum of £96k per year for the possible non achievement of this year's target. This has therefore been removed.

- 6.3 Forecast numbers built for future years have not been adjusted at this stage because they are based on the planning profile which is currently under review and should be available in early December. There are two risks for the Council. Firstly that growth is slower than forecast and secondly that the Government will have to reduce Formula Grant to fully fund the New Homes Bonus. Some provision for this is included in the current Risk provision which will be reviewed in finalising the February budget report.

<b>NEW HOMES BONUS</b>	<b>2013/14 £000</b>	<b>2014/15 £000</b>	<b>2015/16 £000</b>	<b>2016/17 £000</b>	<b>2017/18 £000</b>
Approved MTP	-2,857	-3,704	-4,845	-6,095	-6,452
Draft Budget	-2,909	-3,791	-4,979	-6,281	-6,686
Removal of 2013/14 risk provision	-96	-96	-96	-96	-96
<b>VARIATION (- = better)</b>	<b>-148</b>	<b>-183</b>	<b>-230</b>	<b>-282</b>	<b>-330</b>

## 7. COUNCIL TAX LEVEL

- 7.1 The Secretary of State has proposed that the Council Tax level that will be allowed without a positive referendum result will be 2% for 2013/14. He has also offered a 1% reward grant for one year for any authority that makes no increase.
- 7.2 Obviously this is significantly less than the 3.5% per year increase that Council approved in the current plan.
- 7.3 The Leader met with Baroness Hanham at DCLG with a proposal that any limitation be based on the average Council Tax level for that class of authority so as not to benefit those already with a high tax level and disadvantage those with a low level like Huntingdonshire. Until the formal announcement is made it will not be clear whether this proposal was successful.
- 7.4 The table below shows the impact of various options compared with the current planned Council Tax increases of 3.5% per year. Any decision on Council Tax level needs to be left until February when we have all the Government financial data.

<b>EXTRA SPENDING REDUCTIONS REQUIRED</b>	<b>MTP</b>			
	<b>2013/14 £000</b>	<b>2014/15 £000</b>	<b>2015/16 £000</b>	<b>2016/17 £000</b>
<b>VARIATIONS FROM approved 3.5% Council Tax rise per year</b>				
2% in 2013/14 then 3.5% per year	-100	-89	-78	-78
2% for three years and then 3%	-100	-193	-294	-343
2.6% for three years then 3.8% in 2016/17**	-60	-109	-165	-147
<b>No rise in 2013/14 and then 3.5% per</b>	<b>-156</b>	<b>-152</b>	<b>-226</b>	<b>-234</b>

**Notes**

*Changes in Council Tax levels will now have an impact on the cost to the Council of Council Tax benefit support. These have been taken into account in a simplified manner in the table above.*

*\*\* Approximates to 2% and then 3% of average District Council.*

7.5 The exemplifications in section 10 of this report are based on 2% for 2013/14 and then reverting to 3.5% per year but this does not preclude other decisions in February.

**8. INFLATION AND INTEREST RATES**

**CURRENT ASSUMPTIONS**

**(subject to review before February report)**

<b>INFLATION</b>	<b>for Apr 2013</b>	<b>for Apr 2014</b>	<b>for Apr 2015</b>	<b>for Apr 2016</b>	<b>for Apr 2017</b>
<i>Pay award and Performance Pay ##</i>	2.0%	2.0%	2.0%	2.0%	2.0%
<i>Prices</i>	2.5%	2.5%	2.5%	2.5%	2.5%
<i>electricity</i>	6.0%	13.0%	6.0%	13%	6%
<i>gas</i>	19.0%	8.0%	11.0%	8.0%	11.0%
<i>fuel</i>	5.0%	5.0%	5.0%	5.0%	5.0%
<i>car park charges \$\$</i>					
<i>planning fees</i>				10%	

## see para 8.1 onwards

\$\$ see the Budget Commentary relating to Operations Division.(Annex A)

<b>INTEREST RATES</b>	<b>2013/ 2014</b>	<b>2014/ 2015</b>	<b>2015/ 2016</b>	<b>2016/ 2017</b>	<b>2017/ 2018</b>
Temporary Borrowing	0.3%	0.4%	0.4%	0.76%	1.2%
Temporary Investments	0.7%	0.6%	0.6%	0.86%	1.3%
PWLB 20 year borrowing	3.63%	3.73%	3.8%	4.05%	4.3%

8.1 Members will be aware that a Pay Review is underway that is ensuring the robustness of the job evaluation system and scores for each post before considering changes to the number of grades and how long each grade will be. The final step will be to link this to pay levels that ensure the Council can continue to retain and attract good employees.

8.2 This work will not be completed until next year and so it is impossible to forecast any financial implications in relation to future provision for performance pay at this stage.

- 8.3 Although a 2% pay award has been agreed for April 2013 and that there will be no performance pay there will still need to be provision for more than 2% in the budget as it is normal practice to provide an element of protection to any staff who might have their pay reduced whilst immediately paying any increases to those staff affected. The pay assumption has therefore been reduced to 2% but an allowance has been made in the risk section for potential cost of protection, increases for changes to pay scales and future performance pay.
- 8.4 It is important to recognise that the provision of any particular sum in the MTP is not intended to imply or constrain the normal negotiation process for pay awards.
- 8.5 A full review of these figures can be undertaken once the review is completed, consultation has been concluded and the changes implemented next year.

## 9. TIMETABLE FOR BUDGET APPROVAL

- 9.1 The key dates in the process are shown below:

<b>December</b>	<b>This Update Report</b>
6	Overview & Scrutiny
13	Cabinet
19	Council
<b>February</b>	<b>Final Budget, MTP and Council Tax Level for 2013/14</b>
7	Overview & Scrutiny
14	Cabinet
20	Council

## 10. CURRENT POSITION

### 10.1 Starting Point

All of the MTP new items and variations have been identified and included in this paper. Provisional assumptions have been made on inflation and interest rates. The latest assessment of the current year's outturn has been included. **If the need to provide for uncertain risks was totally ignored** the Council would have a very positive position. The drawing on reserves would fall away without any additional savings being necessary. In addition, extra spending and/or reductions in future planned Council Tax increases could be considered. The table below exemplifies such a situation.



<b>WITHOUT RISK PROVISION</b>	2013/14 £000	2014/15 £000	2015/16 £000	2016/17 £000	2017/18 £000
Total Spending	22,013	22,514	22,817	21,899	22,671
Use of Reserves	-1,729	-1,607	-307		
<b>Unidentified Savings</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Available for extra spending or Council Tax reductions</b>				<b>1,206</b>	<b>1,542</b>

## 10.2 Key Risks

However many risks remain. The biggest ones are:

- Reductions in central government grant funding for 2013/14 (available for February report).
- Reductions in central government grant funding for subsequent years (**may** be some narrowing of uncertainty by February).
- Final information on new Council Tax support scheme and levels of Government Subsidy (details of position for 2013/14 available for February but impact of the economy on applicant growth or reduction far from certain).
- Result of introduction of "Localisation of Business Rates" (a clearer position of some aspects by February but continued uncertainty on business rate variations especially in the light of the Enterprise Zone which is excluded).
- Position on New Homes Bonus will only be confirmed a year at a time plus some uncertainty about the long term continuation of the scheme.
- Implications of Pay Review on need for protection and provision for performance pay (details will emerge during 2013/14). The economic situation will also impact on future levels of pay award needed to ensure the Council can attract and retain good employees.
- Achievement of existing identified savings e.g. car park charge increases in 2015 and 2017.
- Impact of housing growth on the need to increase the volume of services provided.
- Impact of the economic situation particularly on income levels and the costs of homelessness.

10.3 The MTP has been adjusted to reflect some changes consequent on other adjustments or where the picture is clearer but otherwise no revisions have been made particularly on the grant situation. The items currently proposed are as follows:

<b>CURRENT RISK PROVISION</b>	2013/14 £000	2014/15 £000	2015/16 £000	2016/17 £000	2017/18 £000
Reductions in grant	398	501	608	713	713
Business Rates Growth		-86	-177	-272	-372
New Homes – slower completions		85	199	324	360
Demographic Growth		101	203	315	316
Car Park Charges	50	60	150	160	200
MMI Drawdown		140			
Pay – Protection and Performance	320	640	960	1,300	1,600
<b>Total</b>	<b>768</b>	<b>1,441</b>	<b>1,943</b>	<b>2,540</b>	<b>2,817</b>

10.4 Given the likelihood of some significant elements of uncertainty beginning to clarify either by February or during 2013/14 the critical question at this stage is whether the risk provision for 2013/14 is excessive as it will directly influence any decisions on what further savings are required.

10.5 The LGA quote in paragraph 2.2 above suggests that the likelihood is that the risk level shown in the risk table above in relation to Government Grant reductions may well not be sufficient, especially in 2013/14.

#### 10.6 Impact on the use of reserves and unidentified savings

The position including the risk proposals in section 10.3 above is shown below:

<b>ILLUSTRATIVE SUMMARY</b>	2013/14 £000	2014/15 £000	2015/16 £000	2016/17 £000	2017/18 £000
<b>Total Spending</b>					
Before risk provision	22,014	21,375	21,689	21,899	22,671
Risk Provision	768	1,441	1,943	2,540	2,817
<b>Total</b>	<b>22,782</b>	<b>22,816</b>	<b>23,632</b>	<b>24,439</b>	<b>25,488</b>
<b>Use of Reserves</b>	<b>-2,498</b>	<b>-1,909</b>	<b>-1,122</b>	<b>0</b>	<b>0</b>
<b>Unidentified Savings (-)</b>					
Approved MTP	-337	-550	-616	-891	-846
Variation (+ = better)	+337	-564	-463	-370	-355
<b>Potential Requirement</b>	<b>0</b>	<b>-1,114</b>	<b>-1,079</b>	<b>-1,261</b>	<b>-1,201</b>

*A summary giving further information is attached at Annex B*

10.7 If no further savings can be identified in advance for 2013/14 then this table shows £2,498k of reserves being used. This is £544k more than assumed in the current MTP. (The figures for subsequent years have not changed). If the previous assumption were to be retained then this level of savings would need prompt

identification and agreement ready for inclusion in the February report.

10.8 Attempts could be made during 2013/14 to make savings in advance of the 2014/15 target. Members should consider their timetable for determining savings.

10.9 As already referred to earlier in the report, this position will change, possibly significantly, when the final elements of information are received in December. Therefore the figures must be regarded as **PURELY ILLUSTRATIVE** at this stage.

10.4 It is important that the Council focuses on the items that are relevant at this stage. The most significant aspects are:

- Agreement or otherwise of any optional variations in Annex A.
- Confirmation or otherwise of the retained target for car park charges (commentary pages for Operations in Annex A)
- Identification of any further acceptable savings that should be introduced anyway, or if there is any significant worsening of the situation emerging by February.

## 11. **RECOMMENDATIONS**

### **Cabinet is requested to:**

**Note** the contents of this report

**Consider** any comments from the Overview & Scrutiny (Economic Well-being) Panel meeting on 6 December.

**Determine** any recommendations or comments it wishes to make to Council

### **ACCESS TO INFORMATION ACT 1985**

Source Documents:

Working papers in Financial Services

Financial Forecast (September 2012), 2011/12 Outturn, 2012/13 Revenue Budget and the 2013/17 MTP

Project Appraisals

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

### **ANNEXS**

**A Controllable Budgets by Manager (separate document)**

**B Illustrative Summary**

ILLUSTRATIVE SUMMARY	FORECAST 2012/13	BUDGET 2013/14	MTP			
			2014/15	2015/16	2016/17	2017/18
	£000	£000	£000	£000	£000	£000
<b>2012/13 BUDGET/MTP</b>	<b>21,722</b>	<b>22,299</b>	<b>22,842</b>	<b>23,611</b>	<b>24,365</b>	<b>25,363</b>
Proposed variations	199	483	-26	21	74	125
<b>NEW FORECAST</b>	<b>21,921</b>	<b>22,782</b>	<b>22,816</b>	<b>23,632</b>	<b>24,439</b>	<b>25,488</b>
<b>FUNDING</b>						
Use of revenue reserves	-2,747	-2,498	-1,909	-1,122	0	0
<b>Remaining revenue reserves EOY</b>	<b>10,902</b>	<b>8,404</b>	<b>6,495</b>	<b>5,373</b>	<b>5,373</b>	<b>5,373</b>
New Homes Grant	-1,913	-2,909	-3,791	-4,979	-6,281	-6,686
Special Council Tax Grant 2011/12	-184	-184	-184			
Formula Grant (RSG)	-9,288	-9,235	-8,630	-8,846	-9,067	-9,294
Collection Fund Deficit	-63					
Council Tax	-7,727	-7,955	-8,302	-8,685	-9,091	-9,508
<b>COUNCIL TAX LEVEL</b>	<b>£128.51</b>	<b>£131.08</b>	<b>£135.67</b>	<b>£140.42</b>	<b>£145.33</b>	<b>£150.42</b>
% increase	<b>3.50%</b>	<b>2.00%</b>	<b>3.50%</b>	<b>3.50%</b>	<b>3.50%</b>	<b>3.50%</b>
£ increase	<b>£4.34</b>	<b>£2.57</b>	<b>£4.59</b>	<b>£4.75</b>	<b>£4.91</b>	<b>£5.09</b>

<b>Unidentified Spending Adjustments still required</b>	<b>0</b>	<b>0</b>	<b>-1,114</b>	<b>-1,079</b>	<b>-1,261</b>	<b>-1,201</b>
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<b>Forecast Capital Spending</b>	<b>7,278</b>	<b>8,720</b>	<b>2,789</b>	<b>3,647</b>	<b>3,866</b>	<b>3,967</b>
Permitted capital borrowing EOY net of MRP	28,056	35,371	36,407	37,934	39,421	40,618
Average net borrowing in year	12,768	22,305	28,684	31,482	33,550	34,891
Net Interest and Borrowing Costs						
- total	827	1,485	2,053	2,431	2,792	3,302
- as % of total net spending	4%	7%	9%	10%	11%	13%

**CONTROLLABLE BUDGETS BY BUDGET HOLDER**

**2013/14 BUDGET and MTP 2014 to 2018**

25

Key Type of variation
Rephasing
Saving
Net Nil
Transfers (net nil)
Extra Cost
Revenue to Capital
Technical

December 2012

## **Managing Directors and Corporate Office.**

**Budget Holders:** Malcolm Sharp, Terry Parker and Helen Donnellan

### **KEY POINTS**

#### **Estates** (Industrial and Commercial Units)

A review of the operation of the service and the return on individual properties is underway and due to be completed in December. This may well lead to savings but it may not be possible to identify these sufficiently accurately for them to be included in the February Budget/MTP report.

In the meantime some adjustments are needed based on current information. Income from the New Industrial Units at St Ives is lower than anticipated (£28k) due to a general decline in the demand for office space. There is also a minor adjustment on the Creative Industries Centre at St Neots (£3k).

#### **Savings**

The target was £270k saving which was allocated to various budget holders and the unallocated section at the end of this annex last year. The overall result is that savings will be £89k ahead of target this year but that the overall target may be missed by £16k per year in 2014/15 onwards. However provision has been retained to allow any necessary improvements to the management of Estates that emerge from the above review. If the sum reserved turns out to be more than needed then there will be a further saving.

#### **Pay Review**

There is provision included for the additional cost of LGSS supporting the Council in the Pay Review. It is too early to take any view on what the financial impact of the review will be but it should be noted that there may be additional costs due to increases in some people's pay whilst other people's current pay would still be protected for whatever period is agreed. Consideration should therefore be given to the inclusion of a "risk item" to cover such a cost.

#### **EXTRA COSTS**

The budget for Town Centre Partnerships was only £40k per year so it has not been possible to save the targetted £60k.

The introduction of the HR/Payroll contract with LGSS is based on a five year fixed price contract which gives some extra cost initially but this effectively reduces (as shown) due to the impact of ongoing inflation.

#### **SAVINGS**

Ongoing Corporate Office Savings of £11k have been identified.

The reduction (£25k) in the need to provide cover for staff side representatives has been brought forward to 2014/15 because the Pay Review will be completed in 2013/14.

		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS							
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				
		2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2018
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Managing Directors and Corporate Office</b>																							
Management Units	Managing Directors	363	363	363	363	363	363	363															
	2012/13 Budget and MTP	363	363	363	363	363	363	363															
	DRAFT 2013/14 Budget and MTP	363	363	363	363	363	363	363															
Planning	Economic Development	150	150	150	150	150	150	150															
	# Town Centre Partnerships - reduced funding	-40	-40	-60	-60	-60	-60	-60															
	2012/13 Budget and MTP	110	110	90	90	90	90	90															
	# Town Centre Partnerships - reduced funding			20	20	20	20	20															
	DRAFT 2013/14 Budget and MTP	110	110	110	110	110	110	110															
	Community initiatives	37	37	37	37	37	37	37															
2012/13 Budget and MTP	37	37	37	37	37	37	37																
DRAFT 2013/14 Budget and MTP	37	37	37	37	37	37	37																
Corporate Services	Corporate Management	59	59	59	59	59	59	59															
	2012/13 Budget and MTP	59	59	59	59	59	59	59															
	DRAFT 2013/14 Budget and MTP	59	59	59	59	59	59	59															
27	Non-Distributed Costs (historic pensions increase)	223	223	223	223	223	223	223															
	2012/13 Budget and MTP	223	223	223	223	223	223	223															
	DRAFT 2013/14 Budget and MTP	223	223	223	223	223	223	223															
Management Units	Corporate Office MU	1,188	1,188	1,188	1,188	1,188	1,188	1,188															
	# Back Office - Reorganisation (part)	-45	-45	-45	-95	-95	-95	-95															
	2012/13 Budget and MTP	1,143	1,143	1,143	1,093	1,093	1,093	1,093															
	# Back Office - Reorganisation (part)			-120	-65	-15	-15	-15															
	Corporate Office Saving			-11	-11	-11	-11	-11															
DRAFT 2013/14 Budget and MTP	1,143	1,012	1,067	1,067	1,067	1,067	1,067																
Internal Services	HR & Payroll	256	256	256	256	256	256	256															
	# Back Office - Reorganisation (part)	-5	-5	-5	-5	-5	-5	-5															
	1001 Cover for Staff Side Representatives	50	50	50	50	25	25	25															
	2012/13 Budget and MTP	301	301	301	301	276	276	276															
	1008 HR & Payroll Outsourcing			38	17	5	-8	-21	-3														
	1007 Pay Review			13	15																		
1001 Cover for Staff Side Representatives					-25																		
DRAFT 2013/14 Budget and MTP	301	352	333	281	268	255	273																

		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS						
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP			
		2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017
		2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Planning	Economic Development (Estates)	-1,566	-1,566	-1,566	-1,566	-1,566	-1,566															
	239 New Industrial Units			-28	-28	-28	-28															
	657 Creative Industries Centre, St Neots					-3	-3															
	2012/13 Budget and MTP	-1,566	-1,566	-1,594	-1,594	-1,597	-1,597															
	239 New Industrial Units		19	39	34	28	28															
	657 Creative Industries Centre, St Neots					3	3															
	509 Industrial Estate Repairs								8													
	DRAFT 2013/14 Budget and MTP	-1,566	-1,547	-1,555	-1,560	-1,566	-1,566		8													
	2012/13 Budget and MTP	670	670	622	572	544	544															
	VARIATION		-61	15	8	17	4		8													
	DRAFT 2013/14 Budget and MTP	670	609	637	580	561	548		8													



## **Legal and Democratic Services.**

**Budget Holder:** Colin Meadowcroft

### **EXTRA COSTS**

The provision for elections has been reviewed and adjusted to reflect the fact that there are more polling stations required in two of the three District Council election years than in the third year. The fourth year continues to show a saving as there is a County election but no District elections that year. There are also some minor adjustments to the costs of electoral administration.

### **SAVINGS**

- Higher savings predicted from increased charges and reduced costs in licensing.
- Removal of remaining Twinning budget (£2k).
- Partial reduction in the provision for external support for Overview and Scrutiny Panels due to experience showing it is not needed (£6k).
- Following a review there have been savings and deferrals of the cost for replacing Document Centre equipment and MFDs.

		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS													
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP										
		2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2015	2016	2016	2017	2017	2012	2012	2013	2014	2015	2015	2016	2016	2017	2017	
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000		
<b>Head of Legal &amp; Democratic Services</b>																													
Environmental Services	Environmental Health (Licensing)	-288	-288	-288	-288	-288	-288	-288																					
#	Licensing - efficiency and higher charges	-7	-7	-14	-21	-28	-28	-28																					
	2012/13 Budget and MTP	-281	-281	-288	-295	-302	-302	-302																					
#	Licensing - efficiency and higher charges	-32	-40	-21	-14	-14	-14																						
	DRAFT 2013/14 Budget and MTP	-281	-313	-328	-316	-316	-316	-316																					
Corporate Services	Democratic representation	507	507	507	507	507	507	507																					
825	Members Allowances Review				4																								
826	Electoral Administration Act			-6	-6	-6	-6	-6																					
885	District Council Elections - No elections every 4th year			-73				-73																					
	2012/13 Budget and MTP	507	507	428	505	501	501	428																					
	826 Electoral Administration Act			-2	3	1	6	1																					
	Twinning		-2	-2	-2	-2	-2	-2																					
	Overview & Scrutiny Panels		-6	-6	-6	-6	-6	-6																					
	885 District Council Elections - No elections every fourth year			10	10																								
	DRAFT 2013/14 Budget and MTP	507	499	418	510	504	499	421																					
Internal Services	Document Centre	507	507	507	507	507	507	507																					
380	Replacement Printing Equip.								70	70			208																
894	Replacement Equipment Document Centre								70	70	29	11	45	5															
895	Multi-functional Devices										80		80																
#	Document Centre - efficiency and external work	-7	-7	-17	-27	-42	-42	-42																					
	2012/13 Budget and MTP	500	500	490	480	465	465	465	140	140	109	11	253	85															
	380 Replacement Printing Equip.								-70	70			-208	208															
	894 Replacement Equipment Document Centre		-7						-42	17			-24	26	3														
	895 Multi-functional Devices								2				-80	80															
	DRAFT 2013/14 Budget and MTP	500	493	490	480	465	465	465	140	30	196	11	21	239	83														
Management Units	Legal & Democratic Services	1,082	1,082	1,082	1,082	1,082	1,082	1,082																					
#	Back Office - Reorganisation (part)	-2	-2	-2	-2	-2	-2	-2																					
	2012/13 Budget and MTP	1,080	1,080	1,080	1,080	1,080	1,080	1,080																					
	DRAFT 2013/14 Budget and MTP	1,080	1,080	1,080	1,080	1,080	1,080	1,080																					
	2012/13 Budget and MTP	1,806	1,806	1,710	1,770	1,744	1,744	1,671	140	140	109	11	253	85															
	VARIATION		-47	-50	-16	-11	-16	-21	-110	87			-232	154	83														
	DRAFT 2013/14 Budget and MTP	1,806	1,759	1,660	1,754	1,733	1,728	1,650	140	30	196	11	21	239	83														

**KEY POINTS****Loves Farm Community Centre**

This scheme was originally included in the MTP on the basis that it would cost £580k which would be funded from a lottery bid. This was unfortunately unsuccessful and so the proposed funding of the revised cost of £610k is £30k from energy efficiency funding, £383k from S106, £100k from St Neots Town Council and a further contribution from this Council of £97k.

	2011/12	2012/13	2013/14	TOTAL
	£000	£000	£000	£000
<b>Approved MTP</b>				
Gross Spend	45	535		580
Income		-580		-580
<b>Net Cost to HDC</b>	<b>45</b>	<b>-45</b>		<b>0</b>
<b>Proposed MTP</b>				
Gross Spend	37	108	465	610
Income		-108	-405	513
<b>Net Cost to HDC</b>	<b>37</b>	<b>0</b>	<b>60</b>	<b>97</b>

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**EXTRA COSTS**

The Management Unit has a savings target of £75k from 2013/14 but £50k has already been achieved in the current year. However this will only rise to £65k in future years leaving a shortfall of £10k.

		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS										
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP							
		2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2018	2012	2012	2013	2014	2015	2016	2017	2018		
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000		
<b>Head of Environmental and Community Services</b>																										
Environmental Services	Environmental Health	196	196	196	196	196	196																			
911	House Condition Survey					55																				
927	Air Quality Monitoring Equipment	-30	-30					30	30																	
	2012/13 Budget and MTP	166	166	196	196	251	196	30	30																	
927	Air Quality Monitoring Equipment		-6								6															
	DRAFT 2013/14 Budget and MTP	166	160	196	196	251	196	30	36																	
	Planning Policy & Conservation	8	8	8	8	8	8																			
953	Parish Planning					-7	-7	-7																		
	2012/13 Budget and MTP	8	8	8	8	1	1	1																		
	DRAFT 2013/14 Budget and MTP	8	8	8	8	1	1	1																		
Community Services	Community initiatives	419	419	419	419	419	419																			
423	Community Information Project																									
992	Ramsey Library Development																									
952	Loves Farm Community Centre								-45	-45								580	580							
863	Community Facilities Grants	-51	-51	-106	-106	-106	-106	-106																		
	2012/13 Budget and MTP	368	368	313	313	313	313	313	-45	-45								580	580							
	423 Community Information Project								4																	
	952 Loves Farm Community Centre								45	60								-472	405							
	DRAFT 2013/14 Budget and MTP	368	368	313	313	313	313	313	-45	4	60								580	108	405					
	Sport and Active Lifestyles	202	202	202	202	202	202	202																		
845	Physical Activity Initiatives for Adults			-7	-9	-9	-9	-9																		
	2012/13 Budget and MTP	202	202	195	193	193	193	193																		
	DRAFT 2013/14 Budget and MTP	202	202	195	193	193	193	193																		
Community safety	Community Safety	32	32	32	32	32	32	32																		
	2012/13 Budget and MTP	32	32	32	32	32	32	32																		
	DRAFT 2013/14 Budget and MTP	32	32	32	32	32	32	32																		
Internal Services	Health and Safety																									
#	Back Office - Reorganisation (part) - transfer of H&S	33	33	33	33	33	33	33																		
	2012/13 Budget and MTP	33	33	33	33	33	33	33																		
	DRAFT 2013/14 Budget and MTP	33	33	33	33	33	33	33																		
Management Units	Environmental & Community Health MU	1,441	1,441	1,441	1,441	1,441	1,441	1,441																		
#	Environmental & Community Health savings			-75	-75	-75	-75	-75																		
	2012/13 Budget and MTP	1,441	1,441	1,366	1,366	1,366	1,366	1,366																		
#	Environmental & Community Health savings		-50	10	10	10	10	10																		
	DRAFT 2013/14 Budget and MTP	1,441	1,391	1,376	1,376	1,376	1,376	1,376																		
	2012/13 Budget and MTP	2,250	2,250	2,143	2,141	2,189	2,134	2,134	-15	-15								580	580							
	VARIATION		-56	10	10	10	10	10	55	60								-472	405							
	DRAFT 2013/14 Budget and MTP	2,250	2,194	2,153	2,151	2,199	2,144	2,144	-15	40	60								580	108	405					

**KEY POINTS**

**Refuse and Recycling**

It has now been identified that, due to the levels of recent housing growth, it will not be possible to save a refuse round and so the provision has had to be removed from the budget. Due to the continuing growth pressures it is also necessary to include provision for an additional round (£120k) in 2017/18. This has allowed the risk provision for demographic growth to be correspondingly reduced from 2017/18. The extra Council Tax income from more houses is already forecast in the MTP.

Gate Fees payable to the Council for recyclates are forecast to increase due to the value of the material and joint working with other Cambridgeshire authorities to provide a saving of £188k per year by 2017/18. This is index based so will be affected by any fluctuations in the prices of recycled materials.

It is difficult to judge the life of refuse bins but current experience has allowed the provision to be slipped further into the future.

The Council will be able to charge developers for the cost of bins for new properties from April and this results in a further capital saving.

The Council has been notified that recycling credits will be increased by 7.9% from April so and adjustment has been included for 5.4% as the other 2.5% is included within the general inflation provision.

Provision has also been included for charges for second and subsequent green bins amounting to £101k in 2013/14 rising to £158k in a full year.

**Car Parking**

The proposed adjustments are based on the following:

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- Including the changes to fees currently under consultation with the public and their introduction in February.
- Future increases will be every two years from 1 February
- Adjustment for current reductions in volume compared with the previous MTP assumptions
- Future price rises will achieve the previous overall target of broadly 10% per year for 2012/13 to 2015/16 and 2017/18.
- Adjustments to give a realistic profile in the light of the February introduction dates.

The table below highlights the calculation of the target that it is proposed to retain in the MTP:

	2012	2013	2014	2015	2016	2017
	2013	2014	2015	2016	2017	2018
	£000	£000	£000	£000	£000	£000
<b>Forecast Income</b>						
Before price increases	-1,691	-1,720	-1,720	-1,720	-1,720	-1,720
Price Increases (February 2013)	-57	-339	-357	-357	-358	-360
<b>Total</b>	<b>-1,748</b>	<b>-2,059</b>	<b>-2,077</b>	<b>-2,077</b>	<b>-2,078</b>	<b>-2,080</b>
<b>Current MTP Target</b>						
Volume	-1,770	-1,780	-1,790	-1,800	-1,844	-1,844
Price Increases	-150	-300	-477	-677	-677	-871
<b>Total</b>	<b>-1,920</b>	<b>-2,080</b>	<b>-2,267</b>	<b>-2,477</b>	<b>-2,521</b>	<b>-2,715</b>
<b>CURRENT SHORTFALL</b>	<b>172</b>	<b>21</b>	<b>190</b>	<b>400</b>	<b>443</b>	<b>635</b>
Volume reductions	79	60	204	80	124	124
Profile changes	93	-39	-67		-33	
<b>Proposed MTP adjustment</b>	<b>172</b>	<b>21</b>	<b>137</b>	<b>80</b>	<b>91</b>	<b>124</b>
February 2015 Target			-53	-320	-320	-320
February 2017 Target					-32	-191
<b>LEAVING Proposed target for fee increases</b>			<b>-53</b>	<b>-320</b>	<b>-352</b>	<b>-511</b>

-ve figures represent income and so +ve figures represent increased cost.

## Markets

There has been a significant fall in market income (£57k) believed to be due to a combination of the recession and changes in shopping habits. A review will be undertaken on the position on individual markets.

## EXTRA COSTS

CCTV camera replacements have been deferred or achieved by using cameras that have been removed as far as possible but now that the service's future has been confirmed the need for replacements has been reviewed and some increases are necessary.

The original target for Countryside savings was £199k but £50k of this cannot be achieved.

£20k capital expenditure on Play Equipment & Safety Surface Renewal has been included for 2017/18

The Vehicle Fleet replacement programme has been reviewed to reflect the latest expected economical lives of vehicles. After allowing for deferrals from 2012/13 the increase is £121k

It is proposed to invest £70k in In-Cab Technology in order to provide a faster and more accurate response when dealing with customer queries and complaints, particularly in relation to missed bins.

**SAVINGS**

£24k less than expected will be required to deal with the extra costs of changes to the agency workers' regulations

Pool Cars are transferring to Operations and provision is included for extra vehicles to cover the anticipated impact of the phased removal of essential user allowances. The current service has a net cost but it is hoped that by changing the pricing mechanism and increasing use the total cost can be funded from car mileage allowance budgets.

Income of £120k per year has been assumed from 2017/18 in relation to potential developer contributions in relation to the Paxton Pits nature reserve.

		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS							
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				
		2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2018
		2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018	
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
<b>Head of Operations</b>																							
<b>Environmental Services</b>	<b>Refuse collection &amp; Recycling</b>	2,256	2,256	2,256	2,256	2,256	2,256																
969	Recycling Gate Fees	-147	-147	-106	-100	-93	-87																
948	Provision for Bin Replacements							33	33	38	48	340	75										
979	Wheeled Bins for New Properties							143	143	143	139	79	65										
#	Reduce refuse collection by one round	-82	-82	-100	-100	-100	-100																
	2012/13 Budget and MTP	2,027	2,027	2,050	2,056	2,063	2,069	176	176	181	187	419	140										
969	Recycling Gate Fees		-52	-32	-80	-182	-188																
650	Recycling Credits		14	-24	-24	-24	-24																
948	Provision for Bin Replacements																						
979	Wheeled Bins for New Properties																						
	Charges for 2nd Green Bin			-101	-158	-158	-158																
	Reduce refuse collection by one round		82	100	100	100	100																
	Extra refuse round due to housing growth																						
	DRAFT 2013/14 Budget and MTP	2,027	2,071	1,993	1,894	1,799	1,799	176	176	58	76	60	75	223									
	Drainage and sewers	11	11	11	11	11	11																
	2012/13 Budget and MTP	11	11	11	11	11	11																
	DRAFT 2013/14 Budget and MTP	11	11	11	11	11	11																
	Street cleaning and litter	1,031	1,031	1,031	1,031	1,031	1,031																
	2012/13 Budget and MTP	1,031	1,031	1,031	1,031	1,031	1,031																
	DRAFT 2013/14 Budget and MTP	1,031	1,031	1,031	1,031	1,031	1,031																
<b>Planning</b>	<b>Markets</b>	-167	-167	-167	-167	-167	-167																
	2012/13 Budget and MTP	-167	-167	-167	-167	-167	-167																
1013	Market income reduction		57	57	57	57	57																
	DRAFT 2013/14 Budget and MTP	-167	-110	-110	-110	-110	-110																
<b>Community safety</b>	<b>CCTV</b>	219	219	219	219	219	219																
865	CCTV - Camera replacements							27	27	28	28	28	28										
	2012/13 Budget and MTP	219	219	219	219	219	219	27	27	28	28	28	28										
865	CCTV - Camera replacements																						
865	CCTV - Camera replacements EY																						
1023	Wireless CCTV				-80	-80	-80																
	DRAFT 2013/14 Budget and MTP	219	219	219	139	139	139	27	44	291	81	45	43	44									
<b>Community Services</b>	<b>Countryside</b>	359	359	359	359	359	359																
#	Countryside - reduce staff and increase income	-48	-48	-98	-98	-98	-98																
	2012/13 Budget and MTP	311	311	261	261	261	261																
#	Countryside - reduce staff and increase income				50	50	50																
1024	Paxton Pits Developer Contribution																						
	DRAFT 2013/14 Budget and MTP	311	311	311	311	311	311																



		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS										
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP							
		2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2015	2016	2017	2017	2012	2012	2013	2014	2015	2015	2016	2017	2018
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
	Parks	13	13	13	13	13	13																			
854	Play Equipment & Safety Surface Renewal							20	20	20	20	20	20													
	2012/13 Budget and MTP	13	13	13	13	13	13	20	20	20	20	20	20													
854	Play Equipment & Safety Surface Renewal							10	25	20	20															
854	Play Equipment & Safety Surface Renewal EY																							20		
	DRAFT 2013/14 Budget and MTP	13	13	13	13	13	13	20	30	45	40	40	20	20												
Highways & Transportation	Car parks	-1,211	-1,211	-1,211	-1,211	-1,211	-1,211																			
	MTP Variations																									
480	Implementation of car park strategy	-10	-10	-20	-30	-40	-84	-84																		
#	Increase in car park charges	-150	-150	-300	-300	-500	-500	-500																		
	2012/13 Budget and MTP	-1,371	-1,371	-1,531	-1,541	-1,751	-1,795	-1,795																		
	Car Park Charges inflation increases				-177	-177	-177	-371																		
	Budget adjustment (Planning Car Parking)		-20	-20	-20	-20	-20	-20																		
1022	Volume reductions and delayed fee increases		172	21	137	80	91	124																		
	DRAFT 2013/14 Budget and MTP	-1,371	-1,219	-1,530	-1,601	-1,868	-1,901	-2,062																		
Corporate Services	Central services (emergency planning)	32	32	32	32	32	32	32																		
	2012/13 Budget and MTP	32	32	32	32	32	32	32																		
	DRAFT 2013/14 Budget and MTP	32	32	32	32	32	32	32																		
Management Units	Operations	1,046	1,046	1,046	1,046	1,046	1,046	1,046																		
	2012/13 Budget and MTP	1,046	1,046	1,046	1,046	1,046	1,046	1,046																		
	DRAFT 2013/14 Budget and MTP	1,046	1,046	1,046	1,046	1,046	1,046	1,046																		
Internal services	Grounds Maintenance	770	770	770	770	770	770	770																		
	2012/13 Budget and MTP	770	770	770	770	770	770	770																		
991	Agency Worker Regulations		-29	-24	-24	-24	-24	-24																		
	DRAFT 2013/14 Budget and MTP	770	741	746	746	746	746	746																		
886	Other internal services (vehicles & plant)	226	226	226	226	226	226	226	792	792	1,046	908	942	592												
	Vehicle fleet replacements.																									
	2012/13 Budget and MTP	226	226	226	226	226	226	226	792	792	1,046	908	942	592												
886	Vehicle fleet replacements.								601	78	41	-235	87													
886	Vehicle fleet replacements. In Cab Technology			5	5	5	5	5			70													792		
	DRAFT 2013/14 Budget and MTP	226	226	231	231	231	231	231	792	1,393	1,194	949	707	679	792											
Internal Services	Pool Cars	20	20	20	20	20	20	20																		
	2012/13 Budget and MTP	20	20	20	20	20	20	20																		
1026	Additional Pool vehicles			-19	-19	-19	-19	-19			73															
	DRAFT 2013/14 Budget and MTP	20	20	1	1	1	1	1			73															
	2012/13 Budget and MTP	4,168	4,168	3,981	3,977	3,774	3,736	3,736	1,015	1,015	1,275	1,143	1,409	780												
	VARIATION		224	13	-233	-392	-387	-548	701	313	3	-557	37	1,079					143	139	79	65	55			
	DRAFT 2013/14 Budget and MTP	4,168	4,392	3,994	3,744	3,382	3,349	3,188	1,015	1,716	1,588	1,146	852	817	1,079				143	139	79	65	55			

## **Planning.**

**Budget Holder:** Steve Ingram

### **KEY POINTS**

#### **A14 Inquiry**

Due to the uncertainty of timing and recognising the very high importance of achieving improvements to the A14 it is proposed to transfer the £200k provision to an earmarked reserve to ensure it will be available at the appropriate time.

### **EXTRA COSTS**

Continuation of the previously approved contribution towards Great Fen Governance (£20k per year).

2017/18 capital provision for Disabled Facilities Grants (£1,250k), a statutory service, and Repairs Assistance (£100k)

### **SAVINGS**

Some savings on Disabled Facilities Grants due to latest projections and some initial volume problems with joint Housing Investment Agency.

Some rephasing of expenditure and external contributions, increase in total cost funded from increased contributions resulting in cash flow benefits to the Council.

### **REPHASING**

Various adjustments on capital schemes.

		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS								
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP					
		2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2018	2012	2012	2013	2014	2015	2016	2017	2018
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Head of Planning Services</b>																								
39	<b>Planning</b>																							
		<b>Development Management</b>																						
	904	Community Infrastructure Levy - Preparations	-1,097	-1,097	-1,097	-1,097	-1,097	-1,097																
	997	RAF Alconbury Development	140	140					25	25														
		2012/13 Budget and MTP	-993	-993	-1,177	-1,240	-1,276	-1,296	25	25														
	904	Community Infrastructure Levy - Preparations		-4	-12						23													
	997	RAF Alconbury Development		-115	75																			
		DRAFT 2013/14 Budget and MTP	-993	-1,112	-1,114	-1,240	-1,276	-1,296	25	25	23													
		<b>Planning policy and conservation</b>	412 412 412 412 412 412 412																					
	903	Local Development Framework examinations	68	68	-90	-230	-225	-225	-200															
	358	Ramsey Rural Renewal			-2	-5	-5	-5	-5	63	63													
		A14 Inquiry	25	25	175																			
	909	Great Fen Project - Governance arrangements				-20	-20	-20	-20															
		2012/13 Budget and MTP	505	505	495	157	162	162	187	63	63													
	903	Local Development Framework examinations		71	71	71			-25															
358	Ramsey Rural Renewal			2	3					-63	63													
875	A14 Inquiry (transfer to reserve)		175	-175																				
909	Great Fen Project - Governance arrangements				20	20	20	20																
	DRAFT 2013/14 Budget and MTP	505	751	393	251	182	182	182	63	63														
	<b>Economic Development</b>	2 2 2 2 2 2 2																						
401	Huntingdon Town Centre Development																							
224	Town Centre Developments								80	80														
850	Huntingdon West Development (Housing Growth Fund)								902	902	2136	-700	-700	-700	-474	5,098	5,098	238	700	700	1,174			
998	St Neots Development	25	25																					
	2012/13 Budget and MTP	27	27	2	2	2	2	2	982	982	2,136	-700	-700	-700	-474	5,098	5,098	238	700	700	1,174			
401	Huntingdon Town Centre Development									10														
224	Town Centre Developments			86						-80	210	80												
850	Huntingdon West Development (Housing Growth Fund)									-902	-1663	700	700	700	474		-3598	5459	-200	-700	-1174			
998	St Neots Development			4																				
	DRAFT 2013/14 Budget and MTP	27	27	92	2	2	2	2	982	10	683	80				5,098	1,500	5,697	500					
	<b>Highways &amp; Transportation</b>	98 98 98 98 98 98 98																						
871	Safe Cycle Routes																							
351	St Neots Pedestrian Bridges																							
363	Ramsey Transport Strategy																							
977	Perry Cycle Scheme																							
	2012/13 Budget and MTP	98	98	98	98	98	98	98																
977	Perry Cycle Scheme									33														
	DRAFT 2013/14 Budget and MTP	98	98	98	98	98	98	98		33														

		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS										
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP							
		2012	2013	2013	2014	2015	2016	2017	2012	2013	2013	2014	2015	2016	2017	2018	2012	2013	2013	2014	2015	2016	2017	2018		
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000		
40	Management units	Public transport	10	10	10	10	10	10																		
		818 Railway Stations - Improvements								20	20															
			2012/13 Budget and MTP	10	10	10	10	10	10	10	20	20														
		818 Railway Stations - Improvements										18														
			DRAFT 2013/14 Budget and MTP	10	10	10	10	10	10	10	20	38														
			Car parks (policy)																							
		923 Extra Car Parking, Huntingdon Town Centre		57	57	130	37	-149	-334	-334	3,767	3,767	-1,000					250	250	1,000						
			2012/13 Budget and MTP	57	57	130	37	-149	-334	-334	3,767	3,767	-1,000					250	250	1,000						
		923 Extra Car Parking, Huntingdon Town Centre			-57	-73	93	186	185			-3,267	4,973	-1,000							-1,000	1,000				
			DRAFT 2013/14 Budget and MTP	57	57	130	37	-149	-334		3,767	500	3,973	-1,000			250	250			1,000					
			Planning MU	2,029	2,029	2,029	2,029	2,029	2,029	2,029																
			2012/13 Budget and MTP	2,029	2,029	2,029	2,029	2,029	2,029	2,029																
			DRAFT 2013/14 Budget and MTP	2,029	2,029	2,029	2,029	2,029	2,029	2,029																
			Housing Services	-18	-18	-18	-18	-18	-18	-18																
			2012/13 Budget and MTP	-18	-18	-18	-18	-18	-18	-18																
			DRAFT 2013/14 Budget and MTP	-18	-18	-18	-18	-18	-18	-18																
			Private housing support	61	61	61	61	61	61	61																
		866 Disabled Facilities Grants									1,298	1,298	1,276	1,276	1,276	1,108		400	400	400	400	400	400			
		867 Repairs Assistance								-10	100	100	100	100	100	100										
		932 Decent Homes - Thermal Efficiency & Category 1 H&S												11	53			53	53	42						
869 Social Housing Grant									237	237																
	2012/13 Budget and MTP	61	61	61	61	61	61	51	1,635	1,635	1,376	1,387	1,429	1,208		453	453	453	442	400	400					
866 Disabled Facilities Grants										-498	274	-26	-26	142			52									
866 Disabled Facilities Grants EY																								400		
867 Repairs Assistance										34																
867 Repairs Assistance EY								10																100		
932 Decent Homes - Thermal Efficiency and Category 1 H&S										15	50	39	-3	50			-53	-53	-42							
869 Social Housing Grant										-117	118															
	DRAFT 2013/14 Budget and MTP	61	61	61	61	61	61	61	1,635	1,069	1,818	1,400	1,400	1,400	1,350	453	452	400	400	400	400	400				
	Housing MU	268	268	268	268	268	268	268																		
	2012/13 Budget and MTP	268	268	268	268	268	268	268																		
	DRAFT 2013/14 Budget and MTP	268	268	268	268	268	268	268																		
	2012/13 Budget and MTP	2,044	2,044	1,898	1,404	1,187	982	997	6,492	6,492	2,512	687	729	508	-474	5,801	5,801	1,691	1,142	1,100	1,574					
	VARIATION		70	-22	187	206	205	5		-4,817	4,048	-207	671	892	1,824		-3,599	4,406	758	-700	-1,174	400				
	DRAFT 2013/14 Budget and MTP	2,044	2,114	1,876	1,591	1,393	1,187	1,002	6,492	1,675	6,560	480	1,400	1,400	1,350	5,801	2,202	6,097	1,900	400	400	400				

## **Environmental Management.**

**Budget Holder:** Paul Jose

### **KEY POINTS**

#### **Godmanchester Flood Alleviation Scheme**

Proposed contribution (£175k) to this Environment Agency scheme which would allow a surface water pumping station to be constructed in Rectory Gardens thus protecting the area from surface and ground water flooding.

#### **Chequers Court Public Realm**

Proposed new scheme fully funded from external contributions.

### **EXTRA COSTS**

Cabinet decided to allow the Public Conveniences at South Street St. Neots to be transferred to the Town Council if they would maintain them rather than sell the site. Forecast lost income of £15k.

Continuation of revenue (£35k per year) and capital (£55k per year) provision for the Environment Strategy

Revision of the proportion of the Salix funded savings relating to OneLeisure which form part of their savings target. Rephasing and then £5k per year.

There is some risk that the Council will not be re-awarded the building control work from the Defence Estates next year. This could cost the council £40k less any saved expenditure but it is not felt certain enough to make provision at this stage.

Reduction in the expected capital receipt from selling Castle Hill House and the development site fronting St Mary's Street.

### **SAVINGS**

The provision of PV Panels at Eastfield House was approved as an Invest to Save Scheme. Total capital cost was £446k which will result in a revenue saving of £39k per year at current electricity prices.

Removal of provision (£89k) for works on Cambridge Road Car Park at St Neots following the lease of the site for a cinema development which will result in a capital receipt of £250k.

### **REPHASING**

Some rephasing of items including the contribution from the County Council, when it sells its California Road site, in recognition of this Council's investment on the Oxmoor. The contribution could be lower as it depends on the level of the sale value.

		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS							
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				
		2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2018	2012	2012	2013	2014	2015	2016	2017
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Head of Environmental Management</b>																							
Environmental Services	Drainage and sewers	446	446	446	446	446	446	446															
	2012/13 Budget and MTP	446	446	446	446	446	446	446															
	<b>1009 Godmanchester Flood Aleviation Scheme</b>								<b>175</b>														
	DRAFT 2013/14 Budget and MTP	446	446	446	446	446	446	446	175														
1003	Public conveniences	20	20	20	20	20	20	20															
	South Street, St Neots								-15	-15						15	15						
	2012/13 Budget and MTP	20	20	20	20	20	20	20	-15	-15						15	15						
	<b>1003 South Street, St Neots</b>								<b>15</b>							<b>-15</b>							
	DRAFT 2013/14 Budget and MTP	20	20	20	20	20	20	20	-15							15							
879	Environmental Health (energy efficiency)	80	80	80	80	80	80	80															
	Environment Strategy Funding								55	55	55	55											
	Sustainable Homes Retrofit										-415					415							
	Energy and Water Efficiency			-20	-20	-20	-20	-20															
	918 Building Efficiency Improvements (Salix Grant)	-33	-33	-52	-78	-104	-124	-124	58	58	77	95	71	72									
	918 Building Effic. Imps (Potential LC prportion)	21	21	37	57	78	94	94															
	987 PV Panels - Other locations																						
	989 St Neots District Heating Scheme								30	30													
	2012/13 Budget and MTP	68	68	45	39	34	-5	-5	143	143	-283	150	71	72	415								
	879 Environment Strategy Funding								40														
	<b>879 Environment Strategy Funding</b>								<b>35</b>							<b>55</b>							
	918 Building Efficiency Improvements (Salix Grant)	27							38							27							
<b>918A Building Effic. Imps (Potential LC prportion)</b>	<b>-15</b>							<b>15</b>							<b>5</b>								
	DRAFT 2013/14 Budget and MTP	68	80	60	44	39	35	35	143	221	-283	150	153	127	55	415							
Closed Churchyards		5	5	5	5	5	5	5															
	2012/13 Budget and MTP	5	5	5	5	5	5	5															
	DRAFT 2013/14 Budget and MTP	5	5	5	5	5	5	5															
Planning	Building Control	-581	-581	-581	-581	-581	-581	-581															
	2012/13 Budget and MTP	-581	-581	-581	-581	-581	-581	-581															
	DRAFT 2013/14 Budget and MTP	-581	-581	-581	-581	-581	-581	-581															
Highways & Transportation	Public transport	106	106	106	106	106	106	106															
	2012/13 Budget and MTP	106	106	106	106	106	106	106															
	DRAFT 2013/14 Budget and MTP	106	106	106	106	106	106	106															
Highways Services (street naming)		41	41	41	41	41	41	41															
	2012/13 Budget and MTP	41	41	41	41	41	41	41															
	DRAFT 2013/14 Budget and MTP	41	41	41	41	41	41	41															

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		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS								
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP					
		2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2018	2012	2012	2013	2014	2015	2016	2017	2018
		2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018		
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
	Car parks (assets)	46	46	46	46	46	46	46																
461	Car Park Repairs								60	60	60	31												
166	St Neots - Cambridge Road Car Park								89	89														
	2012/13 Budget and MTP	46	46	46	46	46	46	46	149	149	60	31												
	166 St Neots - Cambridge Road Car Park																							
	461 Car Park Repairs																							
	DRAFT 2013/14 Budget and MTP	46	46	46	46	46	46	46	149			151												
	Environmental Improvements	43	43	43	43	43	43	43																
703	Heart of Oxmoor								-1,366	-1,366							1,366	1,366						
	2012/13 Budget and MTP	43	43	43	43	43	43	43	-1,366	-1,366							1,366	1,366						
703	Heart of Oxmoor																							
	Chequers Court Public Realm																							
	DRAFT 2013/14 Budget and MTP	43	43	43	43	43	43	43	-1,366		-1,366						1,366	1,366						
	Environmental Management	1,419	1,419	1,419	1,419	1,419	1,419	1,419																
	2012/13 Budget and MTP	1,419	1,419	1,419	1,419	1,419	1,419	1,419																
	DRAFT 2013/14 Budget and MTP	1,419	1,419	1,419	1,419	1,419	1,419	1,419																
	Offices																							
	MTP Variations	1,020	1,020	1,020	1,020	1,020	1,020	1,020																
890	Headquarters								-900	-900	-830						900	900	830					
986	Major repairs and replacements											50												
#	Rental of space in PFH	-44	-44	-88	-88	-88	-88	-88																
	2012/13 Budget and MTP	976	976	932	932	932	932	932	-900	-900	-830	50					900	900	830					
	890 Headquarters																							
	# Rental of space in PFH																							
	988 PV Panels EFH																							
	DRAFT 2013/14 Budget and MTP	976	928	893	893	893	893	893	-900	-570	-420	50					900	575	420					
	2012/13 Budget and MTP	2,589	2,589	2,522	2,516	2,511	2,472	2,472	-1,989	-1,989	-1,053	231	71	72			2,281	2,281	1,245					
	VARIATION																							
	DRAFT 2013/14 Budget and MTP	2,589	2,553	2,498	2,482	2,477	2,473	2,473	-1,989	-349	-1,894	351	153	127	55		2,281	575	2,451	498				

## Customer Services.

Budget Holder: Julia Barber

### KEY POINTS

#### Localisation of Council Tax Support

See section 4 of the main report. Current forecast is:

	£000
<b>Impact on the Collection Fund</b>	
Benefit Subsidy changes	737
Council Tax Reforms	-814
<b>Net</b>	<b>-77</b>
<b>Impact on Huntingdonshire</b>	
Share of above total	31
Loss of overpayment subsidy	100
Extra collection costs	40
Loss of admin subsidy	30
Cost of extra payments via post office	25
<b>Total HDC Impact</b>	<b>226</b>

### 4

#### Homelessness

Homelessness Grant will be continued at £85k for two more years leading to a saving but this reflects the scale of pressures on this service. It is therefore proposed to continue to provide extra temporary staffing of £65k at least for 2013/14. The net cost of homeless accommodation, that element above housing benefit limits, continues to rise as numbers of homeless rise leading to forecast extra costs rising to £210k. However various cost reduction schemes through joint working with RSLs are being developed to reduce the use of the expensive use of Bed and Breakfast. This is forecast to offset up to £170k of these extra costs.

#### EXTRA COSTS

The CRM Replacement project will have a higher capital cost (£37k) but a slightly higher annual revenue saving (£3k). The project still provides a net benefit overall.

#### SAVINGS

It was assumed last year that the Housing Benefits element of the Government funding of the fraud team might no longer be provided from next April as part of the move to the Universal Credits system. It has become clear that the funding may well continue for at least the transition period leading to the removal of the extra cost of £53k. Additional line rental savings to the call centre rising to £24k per year have been achieved.



		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS						
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP			
		2012 2013 £000	2012 2013 £000	2013 2014 £000	2014 2015 £000	2015 2016 £000	2016 2017 £000	2017 2018 £000	2012 2013 £000	2012 2013 £000	2013 2014 £000	2014 2015 £000	2015 2016 £000	2016 2017 £000	2017 2018 £000	2012 2013 £000	2012 2013 £000	2013 2014 £000	2014 2015 £000	2015 2016 £000	2016 2017 £000	2017 2018 £000
<b>Head of Customer Services</b>																						
Planning	Economic Development (NNDR relief)	30	30	30	30	30	30	30														
	2012/13 Budget and MTP	30	30	30	30	30	30	30														
	DRAFT 2013/14 Budget and MTP	30	30	30	30	30	30	30														
Housing Services	Housing benefits	-571	-571	-571	-571	-571	-571	-571														
	996 Loss of Fraud Team Funding (Part)			53	53	53	53	53														
	2012/13 Budget and MTP	-571	-571	-518	-518	-518	-518	-518														
	996 Loss of Fraud Team Funding (Part)			-53	-53	-53	-53	-53														
	DRAFT 2013/14 Budget and MTP	-571	-571	-571	-571	-571	-571	-571														
Corporate Services	Local Taxation & Benefits	-948	-948	-948	-948	-948	-948	-948														
	996 Loss of Fraud Team Funding (Part)			22	22	22	22	22														
	994 Localisation of Council Tax Benefit (Reductions)			76	76	76	76	76														
	995 Localisation of Council Tax Benefit (Admin Subsidy)			30	30	30	30	30														
	2012/13 Budget and MTP	-948	-948	-820	-820	-820	-820	-820														
	996 Loss of Fraud Team Funding (Part)			-22																		
	994 Loss of overpayment subsidy			24	24	24	24	24														
	1025 Cost of extra Post Office payments			25	25	25	25	25														
1017 Council Tax support module								65														
DRAFT 2013/14 Budget and MTP	-948	-948	-793	-771	-771	-771	-771	65														
Internal Services	Call Centre	607	607	607	607	607	607	607														
	981 Call Centre CRM Replacement			-71	-71	-71	-71	-71	136	136												
	983 Automated Telephone Payments	-7	-7	-14	-14	-14	-14	-14														
	2012/13 Budget and MTP	600	600	522	522	522	522	522	136	136												
	1015 Line Rental Saving			-12	-24	-24	-24	-24														
	981 Call Centre CRM Replacement			-5	-3	-3	-3	-3	37													
DRAFT 2013/14 Budget and MTP	600	583	495	495	495	495	495	136	173													
Internal Services	Customer Service Centres	554	554	554	554	554	554	554														
	# Close St Ives Customer Service Centre	-2	-2	-9	-9	-9	-9	-9														
	# Reduce hours at Huntingdon Customer Service Centre			-7	-14	-14	-14	-14														
	2012/13 Budget and MTP	552	552	538	531	531	531	531														
DRAFT 2013/14 Budget and MTP	552	552	538	531	531	531	531															
Management Units	Customer Services MU	2,131	2,131	2,131	2,131	2,131	2,131	2,131														
	# Customer Services - Staff savings	-33	-33	-48	-48	-48	-48	-48														
	626 Wireless Working (Benefits and Revenues)																					
	2012/13 Budget and MTP	2,098	2,098	2,083	2,083	2,083	2,083	2,083														
1018 Extra Council Tax staff			10	40	40	40	40															
DRAFT 2013/14 Budget and MTP	2,098	2,108	2,123	2,123	2,123	2,123	2,123															

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Management Units

	REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS						
	Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP			
	2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017
	2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Housing Services	16	16	16	16	16	16	16														
2012/13 Budget and MTP	16	16	16	16	16	16	16														
DRAFT 2013/14 Budget and MTP	16	16	16	16	16	16	16														
Homelessness	205	205	205	205	205	205	205														
945 Priority Needs Scheme (End of temporary Savings)	31	31	33	33	33	33	33														
## Homelessness Grant			85	85	85	85	85														
2012/13 Budget and MTP	236	236	323	323	323	323	323														
## Homelessness Grant			-85	-85																	
1020 Homeless Accommodation - Extra Cost			158	210	210	210	210														
1019 Homeless Accommodation - Cost Reduction Schemes			-138	-170	-170	-170	-170														
DRAFT 2013/14 Budget and MTP	236	236	258	278	363	363	363														
Housing	702	702	702	702	702	702	702														
993 Maintain Service Level (Advice and Homelessness)	35	35																			
2012/13 Budget and MTP	737	737	702	702	702	702	702														
993 Maintain Service Level (Advice and Homelessness)			65																		
DRAFT 2013/14 Budget and MTP	737	737	767	702	702	702	702														
2012/13 Budget and MTP	2,750	2,750	2,876	2,869	2,869	2,869	2,869	136	136												
VARIATION			-7	-13	-36	49	49	102													
DRAFT 2013/14 Budget and MTP	2,750	2,743	2,863	2,833	2,918	2,918	2,918	136	238												

**KEY POINTS****IMD Contract Savings and Help Desk Saving.**

Last year provision was made for a saving on the Microsoft Enterprise Agreement of £75k in 2013/14. This agreement covers all Microsoft software provision and upgrades. The saving now needs to be deferred to 2016/17 to link with the desk top virtualisation programme. However the cost of the Agreement meets the test for capital expenditure and so this has been adjusted in the programme with the 2016/17 saving now being a capital saving.

**EXTRA COSTS**

Capital provision of £57k for ICT Replacements and Server Virtualisation has been added for 2017/18.

An increase (£35k) has been made to the current capital provision for Business Systems together with the inclusion of £195k for 2017/18. For example, in 2013/14 this will support maintenance of key financial interfaces, car parking enforcement and greater use of mobile devices by Members and Officers.

The 2012/13 £10k spend for Business Continuity ( which has transferred to IMD) has been reduced by £4k and a small continuing provision of £4k is made to support the process.

**SAVINGS**

The 2012/13 budget for income has already been met and as a result the forecast for 2013/14 has been raised to £20k (this includes the sale of services & software to other authorities)

In addition IMD has made significant contributions to the savings identified in other services. For example, in Customer Services the line rental savings have been made possible through joining CPSN which is estimated to save c£250k over the 6 year contract. Additionally IMD is leading the CRM project which will save c£200k over 5 years.

**REPHASINGS**

Some rephasing of other projects.

**Head of IMD**

**Internal Services**

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		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS								
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP					
		2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2018	2012	2012	2013	2014	2015	2016	2017	2018
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
<b>Helpdesk &amp; Network Services</b>		1,010	1,010	1,010	1,010	1,010	1,010	1,010																
958	Help Desk Saving			75	75	75	75	75																
893	VoIP Telephony for Leisure Centres																							
959	Network and ICT Services	-130	-130	-129	-129	-59	-59	-59																
#	IMD Staff savings	-6	-6	-19	-19	-84	-84	-84																
#	IMD Contract Savings			-75		-40	-40	-40																
970	Telephony and ICT Network Renewal												100	100										
976	ICT Replacements and Server Virtualisation								322	322	57	57	57	277										
<b>2012/13 Budget and MTP</b>		874	874	862	937	902	902	902	322	322	57	57	157	377										
#	<b>IMD Contract Savings</b>			75																				
#	<b>Help Desk Saving</b>			-75	-75	-75	-75	-75			75	75	75	75										
970	Telephony and ICT Network Renewal												-100	100										
976	ICT Replacements and Server Virtualisation		-10						-85	201														
<b>976</b>	<b>ICT Replacements and Server Virtualisation</b>														57									
<b>DRAFT 2013/14 Budget and MTP</b>		874	864	862	862	827	827	827	322	237	333	132	132	377	232									
<b>Web &amp; Business Systems</b>		270	270	270	270	270	270	270																
#	IMD Shared Service Income (part)	-3	-3	-5	-10	-10	-10	-10																
<b>2012/13 Budget and MTP</b>		267	267	265	260	260	260	260																
#	<b>IMD Shared Service Income (part)</b>			-10				-20																
<b>DRAFT 2013/14 Budget and MTP</b>		267	267	255	260	260	260	240																
<b>Corporate Systems</b>		237	237	237	237	237	237	237																
<b>2012/13 Budget and MTP</b>		237	237	237	237	237	237	237																
<b>DRAFT 2013/14 Budget and MTP</b>		237	237	237	237	237	237	237																
<b>Business Analysis &amp; Project Management</b>		383	383	383	383	383	383	383																
891	Business Systems	-4	-4	-4	-28	-28	-58	-58	220	220	195	195	195	195										
900	Working Smarter	-21	-21	-21	-21	-21	-21	-21	23	23														
#	IMD Shared Service Income (part)	-2	-2	-5	-10	-10	-10	-10																
495	Corporate EDM																							
<b>2012/13 Budget and MTP</b>		356	356	353	324	324	294	294	243	243	195	195	195	195										
<b>891</b>	<b>Business Systems</b>								5	30														
<b>891</b>	<b>Business Systems EY</b>														195									
900	Working Smarter								-10															
<b>DRAFT 2013/14 Budget and MTP</b>		356	356	353	324	324	294	294	243	238	225	195	195	195	195									

		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS								
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP					
		2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2018	2012	2012	2013	2014	2015	2016	2017	2018
		2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018		
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
Corporate																								
1002	Business Continuity Review	10	10																					
	2012/13 Budget and MTP	10	10																					
1002	Business Continuity Review	-4	4	4	4	4	4																	
	DRAFT 2013/14 Budget and MTP	10	6	4	4	4	4																	
Head of IMD																								
	2012/13 Budget and MTP	183	183	183	183	183	183	183																
	DRAFT 2013/14 Budget and MTP	183	183	183	183	183	183																	
2012/13 Budget and MTP		1,927	1,927	1,900	1,941	1,906	1,876	1,876	565	565	252	252	352	572										
VARIATION		-14	-6	-71	-71	-71	-91	-91	-90	306	75	-25	427											
DRAFT 2013/14 Budget and MTP		1,927	1,913	1,894	1,870	1,835	1,805	1,785	565	475	558	327	327	572	427									

## ONE LEISURE.

**Budget Holder:** Simon Bell

### KEY POINTS

#### Savings Target

The bottom line revenue controllable budget for One Leisure shows a significant reduction: from a £497k cost in the original 2012/13 budget to a surplus of £292k by 2017/18. This reflects the current draft version of their business plan which details how this will be achieved.

The Business Plan will also cover the capital investments that makes this achievement possible and sustainable.

The changes to the capital programme relate to:

- St Ivo football improvements which is an extra cost of £188k in 2011/12 offset by savings of £78k shown in the table to give a net increase of £110k.
- Transfer from the Future Maintenance provision to the St Ivo main development to roll essential maintenance items into the main contract.
- Some rephasing of the St Ivo development to reflect the longer than expected time to obtain Member approval. This results in some additional revenue cost.
- Provision for Future Maintenance of £550k in 2017/18 to ensure sustainability of the income stream.
- 50 • Rephasing of CCTV Improvements and Replacement Fitness Equipment.
- Removal of the Ramsey Development as it is not considered to provide an adequate return on the investment.
- Inclusion of a Replacement Tractor and Mower funded from revenue savings.

**General Manager, One Leisure**

		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS																																											
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP																																								
		2012	2013	2013	2014	2015	2016	2017	2012	2013	2013	2014	2015	2016	2017	2018	2012	2013	2013	2014	2015	2016	2017	2018																																			
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000																																				
<b>Community Services</b>																																																											
	Leisure Centres	792	792	792	792	792	792	792																																																			
857	St Neots LC Development	-149	-149	-149	-149	-209	-209	-209								250																																											
896	St Ivo LC - Football Improvements																																																										
922	St Ivo LC Redevelopment	-176	-176	-427	-541	-563	-561	-578	3,080	3,080																																																	
861	Future maintenance	-42	-42	-42	-42	-42	-42	-42	612	612	422	422	422	535																																													
956	Replacement Fitness Equipment	20	20	-22	-22	-22	-22	-22	77	77	275																																																
Combined overall savings target		-136	-136	-162	-295	-410	-404	-404																																																			
1000	Ramsey Development	-20	-20	-40	-40	-40	-40	-40	560	560																																																	
2012/13 Budget and MTP		289	289	-51	-298	-494	-487	-504	4,329	4,329	697	422	672	535																																													
<b>PROPOSED VARIATIONS</b>																																																											
896	St Ivo LC - Football Improvements								-25							-53							25		53																																		
922	St Ivo LC Redevelopment								600							400							100																																				
922	St Ivo LC Redevelopment	88		77													-472							600							-100							225																					
861	Future maintenance	-600																																																									
861	Future maintenance	-400																																																									
861	Future maintenance	-100																																																									
861	Future maintenance																550																																										
22	CCTV Improvements								13																																																		
956	Replacement Fitness Equipment								-55							55																																											
1000	Ramsey Development	20		40		40		40		40		40		-560																																													
1006	OLSI Replacement Tractor & Mower	-6		-6		-6		-6		21																																																	
Savings overperformance									-107							8							4							4																													
DRAFT 2013/14 Budget and MTP		289	391	60	-371	-452	-443	-460	4,329	3,348	1,549	322	572	385	550	250							53																																				
<b>Management units</b>																																																											
Leisure MU		208	208	208	208	208	208	208																																																			
2012/13 Budget and MTP		208	208	208	208	208	208	208																																																			
DRAFT 2013/14 Budget and MTP		208	208	208	208	208	208	208																																																			
2012/13 Budget and MTP		497	497	157	-90	-286	-279	-296	4,329	4,329	697	422	672	535																																													
<b>VARIATION</b>		102		111		-73		42		44		44		-981							852							-100							-100							-150							550							250		53	
DRAFT 2013/14 Budget and MTP		497	599	268	-163	-244	-235	-252	4,329	3,348	1,549	322	572	385	550	250							53																																				

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## FINANCIAL SERVICES.

**Budget Holder:** Steve Couper

### KEY POINTS

#### Pensions

There are three elements to the total cost of pensions. One relates to historic increases of pension enhancement due to approved early retirement in the interests of the efficiency of the service, redundancy and ill health retirement - this is within the Corporate Office budget and will increase as annual pension increases are approved and fall as those receiving them eventually pass away. [For some years now any such pension enhancements have to be paid as a lump sum as in the case of our recent voluntary redundancy programme]. The second element is a 17.8% on-cost on pay which is the employer's contribution to pay for future service and this is included in pay budgets throughout the Council. The final element shown under Financial Services is the funding over a period of years of the pension fund deficit for past service created by increased longevity and lower investment returns in recent years. This contribution is a rising fixed sum of ££896k in 2012/13 rising to £1,139k in 2013/14 onwards. Next autumn the actuary will undertake his three yearly review and this may result in an increase in a change to the on-cost on pay and the deficit payment. employees and or reduce benefits such that the total cost falls. It is impossible at this stage to forecast even whether the cost to the Council will rise or fall much less to estimate the value. This is one of the uncertainties that should be resolved for the 2014/15 budget.

#### Interest and borrowing costs

There are two elements to the cost of borrowing. The first is the interest payable on the loan whether it is a short term loan for cash flow purposes or a short or long term loan to fund capital expenditure.

The second element is called the Minimum Revenue Provision (MRP). The Government requires us to provide a sum sufficient to ensure that any loan to fund capital expenditure can be repaid before the asset reaches the end of its useful life. This allows the Council to act prudently while at the same time ensuring that the cost of the asset is spread over the Council Tax payers who will benefit from its existence. Because we do not link individual loans to individual assets the MRP profile is adjusted every time we fund capital expenditure by borrowing. In time, as shorter life assets begin to reach the end of their lives, we will have items being added and others dropping out because sufficient provision has been made.

Until loans are repaid, a treasury management decision, the MRP is available to earn interest which is credited to the revenue account and hence reduce the total cost of interest.

The increases to MRP included below are partly due to the increased capital spending proposals and more significantly due to the reduction in capital receipts that are received when tenants purchase their houses under the "right to buy" provisions from Luminus. Numbers of sales are lower because of the recession but the Government has also increased the discount that is given to the tenant. These receipts were used to fund the shortest life capital expenditure resulting in a larger impact on the MRP.



		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS										
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP							
		2012	2013	2013	2014	2015	2016	2017	2012	2013	2013	2014	2015	2016	2017	2018	2012	2013	2013	2014	2015	2016	2017	2018		
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000			
<b>Head of Financial Services</b>																										
Highways & Transportation 920	Environmental Improvements																									
	East of Sapley - Preliminary Costs																									
	2012/13 Budget and MTP																									
	DRAFT 2013/14 Budget and MTP																									
Corporate Services	Corporate Management	213	213	213	213	213	213	213																		
	2012/13 Budget and MTP	213	213	213	213	213	213	213																		
	DRAFT 2013/14 Budget and MTP	213	213	213	213	213	213	213																		
Other expenditure	Interest and borrowing costs	-94	-94	-94	-94	-94	-94	-94																		
	Interest	83	83	360	582	696	810	820																		
	2012/13 Budget and MTP	-11	-11	266	488	602	716	726																		
	DRAFT 2013/14 Budget and MTP	-11	3	230	450	461	563	682																		
53	Other expenditure	1,381	1,381	1,381	1,381	1,381	1,381	1,381																		
	Pensions Fixed Sum	236	236	479	718	758	758	758																		
	Doubtful Debts Provision	-10	-10	-20	-30	-40	-40	-40																		
	Variation in MRP	225	225	418	620	912	1,180	1,467																		
	2012/13 Budget and MTP	1,832	1,832	2,258	2,689	3,011	3,279	3,566																		
	Variations in MRP			-82	156	302	377	368	473																	
Management units	DRAFT 2013/14 Budget and MTP	1,832	1,750	2,414	2,991	3,388	3,647	4,039																		
	Financial Services	1,125	1,125	1,125	1,125	1,125	1,125	1,125																		
	2012/13 Budget and MTP	1,125	1,125	1,125	1,125	1,125	1,125	1,125																		
Internal Services	DRAFT 2013/14 Budget and MTP	1,125	1,125	1,125	1,125	1,125	1,125	1,125																		
	Insurance	405	405	405	405	405	405	405																		
	2012/13 Budget and MTP	405	405	405	405	405	405	405																		
	DRAFT 2013/14 Budget and MTP	405	405	405	405	405	405	405																		
	Financial services	87	87	87	87	87	87	87																		
	2012/13 Budget and MTP	87	87	87	87	87	87	87																		
	DRAFT 2013/14 Budget and MTP	87	87	87	87	87	87	87																		
	2012/13 Budget and MTP	3,651	3,651	4,354	5,007	5,443	5,825	6,122	-15	-15						15	15									
	VARIATION			-68	120	264	236	215	429																	
	DRAFT 2013/14 Budget and MTP	3,651	3,583	4,474	5,271	5,679	6,040	6,551	-15	-15						15	15									

**KEY POINTS****Risk Provision**

It was agreed in last year's MTP that there would be a risk provision included for a number of items due to the unprecedented range of uncertainties that had emerged.

There are a number of proposed adjustments at this stage of the process:

- ◆ Removal of a last minute adjustment made last year to balance the budget and thus avoid a wholesale recalculation.
- ◆ Reduction in the provision for non-achievement of car park increases. This would leave the following position:

	2013	2014	2015	2016	2017
	2014	2015	2016	2017	2018
	£000	£000	£000	£000	£000
Current Price Increase proposals	-339	-357	-357	-358	-360
<b>Proposed future targets</b>					
February 2015 Target		-53	-320	-320	-320
February 2017 Target				-32	-191
<b>Total Risk</b>	<b>-339</b>	<b>-410</b>	<b>-677</b>	<b>-710</b>	<b>-871</b>
<b>Proposed Risk Provision</b>	<b>50</b>	<b>60</b>	<b>150</b>	<b>160</b>	<b>200</b>

- ◆ Provision of £140k for the Council's share of the deficit on Municipal Mutual Insurance. The Council has received insurance claims on items insured with them since they stopped taking new business on the understanding that some of these payments may have to be returned proportionately if the company perceives it will become insolvent. The Council has received confirmation that the current estimate is that we may be called on to return £140k at an unspecified date.
- ◆ Removal of the provision relating to CT subsidy as a reassessment has been made and consequent adjustments have been made elsewhere. These may need further revision once we have Government grant figures and a smaller provision may need to be reintroduced to cater for any uncertainty in the levels of Council Tax rise that our preceptors might make.
- ◆ Removal of the element of the provision for New Homes Bonus (lower completions) of the 2013/14 element (£94k per year)
- ◆ Reduction in the provision for demographic growth. Removal of 2013/14 provision as all needs should be identified in MTP bids (£94k) and a further £120k in 2017/18 due to separate provision for an extra refuse round.
- ◆ Removal of provision relating to Countryside savings target as adjustment has been made to the relevant budget.

## Other Items

Four items are adjusted at this stage of the process:

- ◆ Back Office reorganisation – explanation is included under the Corporate Office page.
- ◆ Senior Manager Reorganisation – This adjustment (£178k) highlights the portion of the original target of £730k per year that has not yet been achieved. Proposals for further changes are expected shortly and this may allow this adjustment to be varied.
- ◆ Collection Fund Shortfall – this is part of the adjustments relating to Council Tax Subsidy which are explained in Section ?? of the covering report. This is a temporary adjustment as it will at a later stage in the process need to be shown as an impact on the tax base.
- ◆ Future Capital Provision – Removal of a general provision for 2017/18 which has now been replaced by individual bids which total just £50k more than this £3,181k estimate.

		REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS								
		Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP					
		2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017		
		2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018		
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000		
<b>55</b>	<b>Non-Allocated Items</b>																							
	Non-Allocated Items																							
	Recharges to non-revenue accounts	-562	-562	-562	-562	-562	-562	-562																
	Revenue staff charged to capital								50	50	50	50	50	50	50									
	2012/13 Budget and MTP	-562	-562	-562	-562	-562	-562	-562	50	50	50	50	50	50	50									
	DRAFT 2013/14 Budget and MTP	-562	-562	-562	-562	-562	-562	-562	50	50	50	50	50	50	50									
	<b>Risk Provision</b>																							
	Reduction in Formula Grant in 2013/14			184	184	184	184	184																
	CT Benefit localisation			100	100	100	100	100																
	Other (to avoid major last minute changes)			4	6	6	9	15																
	Business Rates Growth				-86	-177	-272	-372																
	Reduced New Homes Bonus (lower completions)			96	181	295	420	456																
	Formula Grant reduction due to New Homes Bonus			214	317	424	529	529																
	Provision for demographic growth			94	195	297	409	530																
	Countryside savings				-100	-100	-100	-100																
Lower increase in car park charges			100	200	300	300	300																	
2012/13 Budget and MTP			792	997	1,329	1,579	1,642																	
Removal of 2012/13 adjustment			-4	-6	-6	-9	-15																	
Reduced New Homes Bonus (lower completions)			-96	-96	-96	-96	-96																	
Lower increase in car park charges			-50	-140	-150	-140	-100																	
Provision for demographic growth			-94	-94	-94	-94	-214																	
Protection and Performance Pay			320	640	960	1,300	1,600																	
Countryside savings				100	100	100	100																	
MMI Drawdown				140																				
Removal of CT Subsidy provision			-100	-100	-100	-100	-100																	
DRAFT 2013/14 Budget and MTP			768	1,441	1,943	2,540	2,817																	

	REVENUE							NET CAPITAL							CAPITAL GRANTS AND CONTRIBUTIONS							
	Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				Budget	F'cast	Budget	MTP				
	2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2012	2012	2013	2014	2015	2016	2017	2018
	2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018	2013	2013	2014	2015	2016	2017	2018	
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
<b>Other items</b>	139	139	139	139	139	139	139															
VAT Partial Exemption	3	3	6	6	6	6	6	162	162	53	34	96										
# Reorganisation - Senior managers	-306	-306	-470	-470	-470	-470	-470															
# Previous allowances review	525	525	225	225	225	225	225															
# Back Office - Reorganisation (part)	-31	-31	-31	-31	-31	-31	-31															
919 E-Marketplace	-25	-25	-28	-28	-28	-28	-28															
Capital Inflation										95	139	268	265									
Capital Provision																						3,181
Revenue Inflation	-370	-370	405	1,014	1,744	2,498	3,167															
Spending Adjustments still to be identified			-337	-550	-616	-891	-845															
Schemes brought forward								400	400	500	500	500	500									
Schemes carried forward								-500	-500	-500	-500	-500	-500									
Roundings	-3	-3	-4	-6	-6	-4	-5															
<b>2012/13 Budget and MTP</b>	<b>-68</b>	<b>-68</b>	<b>-95</b>	<b>299</b>	<b>963</b>	<b>1,444</b>	<b>2,158</b>	<b>62</b>	<b>62</b>	<b>148</b>	<b>173</b>	<b>364</b>	<b>265</b>	<b>3,181</b>								
# Back Office - Reorganisation (part)		31	31	31	31	31	31															
# Reorganisation - Senior managers		33	178	178	178	178	178															
Collection Fund Shortfall (indicative)			31	31	31	31	31															
Future Capital Provision (outturn prices)																						-3,181
<b>Revenue Inflation</b>				<b>177</b>	<b>177</b>	<b>177</b>	<b>371</b>															
<b>2012/13 Forecast - other net variations</b>		<b>22</b>																				
Capital Inflation										-95	-72	-92	11	373								
Revenue Inflation		6	-225	-329	-600	-988	-1,205															
Spending adjustments still to be identified			337	-564	-463	-370	-355															
Roundings			1		1		-1				1											
<b>DRAFT 2013/14 Budget and MTP</b>	<b>-68</b>	<b>24</b>	<b>258</b>	<b>-177</b>	<b>318</b>	<b>503</b>	<b>1,208</b>	<b>62</b>	<b>62</b>	<b>53</b>	<b>102</b>	<b>272</b>	<b>276</b>	<b>373</b>								
<b>2012/13 Budget and MTP</b>	<b>-630</b>	<b>-630</b>	<b>136</b>	<b>735</b>	<b>1,730</b>	<b>2,462</b>	<b>3,238</b>	<b>112</b>	<b>112</b>	<b>198</b>	<b>223</b>	<b>414</b>	<b>315</b>	<b>3,231</b>								
<b>VARIATION</b>		<b>92</b>	<b>329</b>	<b>-32</b>	<b>-31</b>	<b>20</b>	<b>225</b>			<b>-95</b>	<b>-71</b>	<b>-92</b>	<b>11</b>	<b>-2,808</b>								
<b>DRAFT 2013/14 Budget and MTP</b>	<b>-630</b>	<b>-538</b>	<b>465</b>	<b>703</b>	<b>1,699</b>	<b>2,482</b>	<b>3,463</b>	<b>112</b>	<b>112</b>	<b>103</b>	<b>152</b>	<b>322</b>	<b>326</b>	<b>423</b>								
<b>TOTAL BUDGET</b>																						
<b>2012/13 Budget and MTP</b>	<b>21,722</b>	<b>21,722</b>	<b>22,299</b>	<b>22,842</b>	<b>23,611</b>	<b>24,365</b>	<b>25,363</b>	<b>10,770</b>	<b>10,770</b>	<b>3,990</b>	<b>2,969</b>	<b>3,900</b>	<b>2,867</b>	<b>2,757</b>	<b>8,677</b>	<b>8,677</b>	<b>2,936</b>	<b>1,142</b>	<b>1,100</b>	<b>1,574</b>		
<b>VARIATION</b>		<b>199</b>	<b>483</b>	<b>-26</b>	<b>21</b>	<b>74</b>	<b>125</b>			<b>-3,492</b>	<b>4,730</b>	<b>-180</b>	<b>-253</b>	<b>999</b>	<b>1,210</b>	<b>-5,527</b>	<b>6,213</b>	<b>1,395</b>	<b>-621</b>	<b>-1,109</b>	<b>455</b>	
<b>DRAFT 2013/14 Budget and MTP</b>	<b>21,722</b>	<b>21,921</b>	<b>22,782</b>	<b>22,816</b>	<b>23,632</b>	<b>24,439</b>	<b>25,488</b>	<b>10,770</b>	<b>7,278</b>	<b>8,720</b>	<b>2,789</b>	<b>3,647</b>	<b>3,866</b>	<b>3,967</b>	<b>8,677</b>	<b>3,150</b>	<b>9,149</b>	<b>2,537</b>	<b>479</b>	<b>465</b>	<b>455</b>	

**OVERVIEW AND SCRUTINY  
CABINET  
COUNCIL**

**6 DECEMBER 2012  
13 DECEMBER 2012  
19 DECEMBER 2012**

**TREASURY MANAGEMENT  
REVIEW OF PERFORMANCE: 6 Monthly Review  
(Report by the Head of Financial Services)**

**1. INTRODUCTION**

- 1.1 In February the Council adopted the latest edition of the *CIPFA Treasury Management in the Public Services: Code of Practice*, which requires full Council to approve a treasury management strategy before the start of each financial year and to receive a mid-year report and an annual report after the end of the year. This report covers the period 1<sup>st</sup> April to 30<sup>th</sup> September 2012.
- 1.2 In addition, the *Communities and Local Government Guidance on Local Government Investments* recommends that local authorities regularly review their investment strategy in the light of any changes in internal or external circumstances.
- 1.3 This report meets the requirements of both sets of guidance by reviewing the strategy, updating the Council on the performance of investments, and identifying any concerns over the credit-worthiness of counterparties.

**2. TREASURY MANAGEMENT STRATEGY**

- 2.1 The Council approved the 2012/13 treasury management strategy at its meeting on 22 February 2012.
- 2.2 On 4 July 2012 the Council approved an amendment to the 2012/13 Treasury Management Strategy that reduced the minimum credit ratings for Liquidity Accounts to F2 because general reductions in credit ratings had started to reduce the accounts that could be used. Liquidity accounts minimise the risk of investment not being repaid because repayment can normally be requested the same day.
- 2.3 All treasury management activity undertaken during the period complied with the *CIPFA Code of Practice* and relevant legislative provisions.
- 2.4 The investment strategy is to invest any surplus funds in a manner that balances low risk of default by the borrower with a fair rate of interest. The Council's borrowing strategy permits borrowing for cash flow purposes and funding current and future capital expenditure over whatever periods are in the Council's best interests.

- 2.5 Further, officers have started to invest in money market funds (MMF), which are AAA (the highest rating) investment vehicles. Since July 2012, the Council has invested up to £0.500m in the Public Sector Deposit Fund MMF and a further account has recently been opened with Ignis but as yet funds has not been used.

### **3. TREASURY MANAGEMENT ACTIVITY**

- 3.1. Short-term investment and borrowing rates continue to be very low whilst long-term borrowing rates are significantly higher. Given the Council's financial pressures it is considered to be appropriate, for the present, to use the Councils own revenue reserves, supplemented by mostly short term borrowing, to temporarily fund the capital programme pending the return to a more "normal" interest rate structure. The challenge is to judge the appropriate moment to shift from short term to longer term borrowing. The inability of commentators for many months, or even years, to correctly forecast the timing of rate increases clearly makes this more difficult.
- 3.2 Therefore, during the last 6 months most activity has been in managing short term fluctuations in cash flow by borrowing or investing for short periods.
- 3.3 Much of the investment activity has been in liquidity accounts where the funds are accessible without notice, thus providing more security than term deposits, but also providing a good (in relative terms) rate of return.
- 3.4 There have also been deficits at other times which have required the Council to borrow temporarily from other Local Authorities at low rates (typically only 0.3%) and for less than a month.
- 3.5 As at the 30 September the Council had short and long term investments of £15.0m and borrowing of £10.0m. The following table summarises the transactions during the period and further detailed analysis is shown at Annex A.

		£m
<b>Investments</b>	- as at 31 <sup>st</sup> March 2012	10.4
	- matured in period	(101.6)
	- arranged in period	106.2
	- as at 30 <sup>th</sup> Sept 2012	15.0
<b>Borrowing</b>	- as at 31 <sup>st</sup> March 2012	(14.5)
	- matured/repaid in period	26.4
	- arranged in period	(21.9)
	- as at 30 <sup>th</sup> Sept 2012	(10.0)
	<b>Net investments at 31<sup>st</sup> March 2012</b>	<b>(4.1)</b>
	<b>Net investments at 30<sup>th</sup> September 2012</b>	<b>5.0</b>

3.6 The rise in net investments from April to September reflects the fact that the Council Tax is predominantly collected in 10 monthly instalments from April to January thus giving an improved cash flow from mid-April to mid-January each year with the worst position being around the 31<sup>st</sup> March.

#### 4. PERFORMANCE SUMMARY

4.1 The portfolio comprises of a mixture of short-term investments and temporary borrowing to manage cash flow; £10m was borrowed from the PWLB in December 2008 at 3.9 and was temporally invested as follows:

Borrower	Amount £000	Investment Date	Repayment Date	Investment Rate
Royal Bank of Scotland	5.0	December 2008	December 2012	4.04%
Skipton Building Society	5.0	December 2008	December 2013	4.85%

4.2 The performance summary below, however excludes the above investments and borrowing to give a fairer comparison with the current benchmark of the 7 day rate.

SHORT-TERM PERFORMANCE FOR THE 6 MONTHS APRIL 2012 – SEPTEMBER 2012					
Net investments	Performance	Benchmark	Variation from benchmark	Managed Funds	
				1 April £m	30 Sept £m
Excluding RBS	0.69%	0.18%	+0.51%	4.1	(5.0)

## 5. PERFORMANCE AGAINST BUDGET IN 2012/13

- 5.1 The latest forecast outturn is for net cost of interest to be £11k against a budget of -£11k. The extra cost is due to actual interest rates and cash flow differing from the assumptions used in the budget.

## 6. TREASURY MANAGEMENT INDICATORS

- 6.1 The Council measures its exposures to certain treasury management risks with the following indicators which generally relate to the position as at 30 September.

### 6.2 Interest rate exposures

	Limit
Upper limit on fixed rate exposures	<b>100%</b>
Upper limit on variable rate exposures (all items on fixed rates for less than 12 months are defined as variable)	<b>90%</b>

The intention of this indicator was to highlight any risk from interest rate exposure. This is really only relevant on borrowing or investments for a period longer than one year as all items for less than a year are regarded as variable rate because the Council is only locked into them for a relatively limited period.

Unfortunately the target recommended is far from ideal in the Council's particular circumstances as it does not differentiate between long and short and borrowing and investing.

It is therefore proposed to replace it with the following indicators which better illustrate the position:

	Limits		Actual Sept 2012
	Max.	Min.	
<b>Borrowing:</b>			
longer than 1 year	100%	75%	100%
Fixed	25%	0%	0%
Variable			
<b>Investments:</b>			
longer than 1 year	100%	100%	100%
Fixed	0%	0%	0%
Variable			

*All borrowing and investing for less than one year is variable by definition.*



Control over the council's exposure to interest rates will be achieved as follows:

### Long Term Borrowing

- Fixed  
Fixed rate borrowing will only be undertaken when interest rates are deemed to be low in long run terms. This will also need to take account of current short term rates and historic trends. At some point the Council is likely to take further fixed rate borrowing.
- Variable  
Variable rate borrowing is less likely, at least until there has been an increase in fixed rate borrowing, and then only to create some spread of risk in case the market does not follow long term trends. Limit set at 25% of long term borrowing.

### Long Term Investments

- Fixed  
Long term investment will be rare unless the conditions become attractive for borrowing in advance. This is not anticipated but if it did fixed rate investments would minimise the Council's financial risk and so the indicator is based on all long term investments being at fixed rates.

## 6.3 Maturity structure of borrowing

This indicator prescribes the limits within which the Council can borrow to either maintain effective cash flow or to cover capital expenditure.

Borrowing	Upper Limit	Lower Limit	Actual
Under 12 months	86%	0%	0%
12 months and within 24 months	86%	0%	0%
24 months and within five years	86%	0%	0%
Five years and within 10 years	86%	0%	0%
10 years and above	100%	14%	100%

## 6.4 Investment repayment profile – limit on the value of investments that cannot be redeemed within 364 days

The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments. The total principal sums invested to final maturities beyond the period end were:

	2012/13 £m	2013/14 £m	2014/15 £m
Limit on principal invested beyond year end	32.0	25.0	24.7
Actual principal invested beyond year end as at 30 September 2012	5.0	0.0	0.0

## **7. RECOMMENDATIONS**

7.1 Cabinet is requested to recommend to Council:

- that it approves the revised targets in paragraph 6.2.
- it notes the contents of this report.

### **BACKGROUND PAPERS**

Working papers in Financial Services

### **CONTACT OFFICER**

Steve Couper – Head of Financial Services Tel. 01480 388103

## ANNEX A

### Investments as at 30 September 2012

		£m	Investment date	Rate %	Repayment date
<b>Term Deposits</b>					
Royal Bank of Scotland	Temporary investment of PWLB borrowing	5.000	19/12/08	4.04	19/12/12
Skipton Building Society		5.000	19/12/08	4.85	19/12/13
<b>Liquidity Accounts</b>					
Cambridge Building Society		3.000	15/09/12	1.25	call
Santander		0.600	15/09/12	0.80	call
Public Sector Deposit Fund		0.500	15/09/12		call
NatWest		0.930	28/09/12	0.80	call
<b>TOTAL</b>		<b>15.030</b>			

### Borrowing as at 30 September 2012

	£m	Borrowing date	Rate %	Repayment date
<b>Long Term</b>				
PWLB	5.000	19/12/08	3.91	19/12/57
PWLB	5.000	19/12/08	3.90	19/12/58
<b>Short Term</b>				
None	0			
<b>TOTAL</b>	<b>10.000</b>			

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

**4TH DECEMBER 2012**  
**6TH DECEMBER 2012**  
**11TH DECEMBER 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, Democratic Services Assistant**  
**01480 387049**

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

## ONGOING STUDIES

STUDY	OBJECTIVES	PANEL	STATUS	TYPE
Leisure Centre Financial Performance and Employment Structure	To consider the future business model for “One Leisure” and the development of a methodology for the quantification of Social Value.	Economic Well-Being and Social Well-Being	<p>Working Group met on 28<sup>th</sup> February 2012. Agreed to split into two sub groups to investigate each area.</p> <p>Meeting of the Sub-Group looking at the ‘Social Methodology’ held on 23rd August 2012.</p> <p>It has been agreed that the review of the business model will be put on hold, pending the completion of the Business Plan for the Service. The Business Plan will be considered by the Overview &amp; Scrutiny Panel (Economic Well-Being) in January.</p>	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 will be submitted to the Panel in February 2013.	Whole Panel Study.
Consultation Processes	To assist the Corporate Team with its review of the Council’s Consultation and Engagement Strategy.	Social Well-Being	Strategy and Guidance being updated by the Corporate Office to incorporate comments suggested by the Working Group. First draft expected	Working Group.

			to be made available to the Working Group mid-December. Meeting being arranged.	
Tree Strategy	To form a strategy in conjunction with the Tree Officers for the retention and planting of trees.	Environmental Well-Being	The draft tree strategy is being prepared - it should be ready for consultation by the end of 2012.	Working Group.
Land Use for Agricultural Purposes 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	The final report of the Working Group was considered at the Panel's November meeting. The report's recommendations have been endorsed by the Head of Planning and Housing Strategy.	Working Group.
Rural Transport	To review the provision of transportation in rural areas.	Environmental Well-Being	Transport for Cambridgeshire report received in July 2011. Comments conveyed to Cabinet. Final report expected in due course.	To be determined.
Review of Neighbourhood Forums in Huntingdonshire	To undertake a review of the Neighbourhood Forums in Huntingdonshire.	Social Well-Being	Cabinet agreed to hold a pilot in the Norman Cross County Division. Panel requested to undertake a review of the pilot during its 12 months of operation. Pilot meeting held on 7th November 2012.	Working Group

Maintenance of Water Courses	To receive a presentation on the maintenance arrangements in place for Water Courses within the District.	Environmental Well-Being	<p>Following consideration of the St Neots Surface Water Management Plan and discussions on widespread drainage problems within the District, a working group was convened to engage with Anglian Water in order to establish their general powers, responsibilities and the limitations on its ability to prevent flooding.</p> <p>Meetings have been held with representatives from Anglian Water and the Environment Agency. The Working Group has produced a report on its findings but is awaiting the outcome of negotiations between Anglian Water and the County Council on drainage in Yaxley.</p>	Working Group
Design Principles for Future Developments	To examine issues that have arisen at Loves Farm, St Neots and to make recommendations to inform future developments.	Environmental Well-Being	The Working Group has produced a report detailing its findings to date. The Working Group will now focus on detailed aspects of the design guide with the Council's Urban Design, Trees and Landscape Team Leader.	Working Group.



Equality Framework for Local Government	To review the action plan arising from the Equality Framework for Local Government peer assessment.	Social Well-Being	Working Group met on 29th August 2012 to review the Action Plan. Councillor Mrs P A Jordan to attend the Equality Framework Steering Group. Action Plan revised since the Working Group last met – a copy has been circulated around to the Working Group for information purposes.	Working Group
Corporate Plan	To assist the Corporate Office with the development of a new Corporate Plan.	All O&S Panels	Meeting of the Working Group held on 12th November 2012. Agreed that a bi-monthly programme of meetings be arranged with a view to calling Executive Members to account on their respective activities contained within the Delivery Plan.	Working Group
Huntingdonshire Citizens Advice Bureau (CAB)	To consider the social implications of the announcement made by the Huntingdonshire CAB to go into voluntary liquidisation.	Social Well-Being	Executive Leader provided an update to the Panel in October and November 2012. Further update on recent developments will be provided in December. Mr M Mealing, Chairman of the CAB will also be present at the meeting.	Whole Panel Study.

Waste Collection	To identify options for improving the Council's waste collection and recycling arrangements and for enhancing public satisfaction with the service.	Environmental Well-Being	<p>The Working Group has decided to focus on how best to engage with residents as to what should be placed in which bin. The Group may go on to study waste collection procedures in more detail, this is dependent on the work of RECAP.</p> <p>The Panel expressed its support for the use of wheelie bin stickers to convey messages with community benefits, such as speed restrictions. Contact will be made with Hilton Parish Council to determine the outcome of the Speedwatch pilot initiative undertaken there.</p>	Working Group
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## Progress Report

<b>13/05/09</b>	<p><b><u>Customer Services</u></b></p> <p>Quarterly performance reports to be circulated informally to the Panel twice per year and formally twice per year.</p>	<p>Latest report considered in July 2012.</p>	<p>Next report due January 2013.</p>	<b>10/01/13</b>
<b>16/05/12</b>	<p><b><u>Corporate Plan</u></b></p> <p>Councillors T V Rogers and G J Bull have been appointed to the Corporate Plan Working Group.</p>		<p>The Corporate Plan Working Group met on 12<sup>th</sup> November 2012. The Working Group has agreed to establish a programme of bi-monthly meetings over the course of the next year with a view to holding Executive Members to account on the activities within the Delivery Plan.</p>	<b>TBC</b>
<b>02/11/11</b>	<p><b><u>Scrutiny of Partnerships</u></b></p> <p>Following a review of the Strategic Partnership, the Overview &amp; Scrutiny Chairmen and Vice Chairman agreed that responsibilities should be divided as follows:-</p> <p>Social Well Being</p> <ul style="list-style-type: none"> <li>❖ Community Safety</li> <li>❖ Children &amp; Young People</li> <li>❖ Health &amp; Well-Being</li> </ul> <p>Environmental Well Being</p> <ul style="list-style-type: none"> <li>❖ Growth &amp; Infrastructure</li> </ul> <p>Economic Well Being</p> <ul style="list-style-type: none"> <li>❖ Local Enterprise Partnership</li> </ul>		<p>The Panel has already received two presentations on the Local Enterprise Partnership. A presentation on the Local Enterprise Zone was given to the Panel's November meeting.</p> <p>Work is ongoing to develop a LEP wide approach to scrutiny.</p>	

<p><b>05/01/12</b></p>	<p><b><u>Leisure Centres</u></b> Working Group's report approved for submission to the Cabinet meeting on 19<sup>th</sup> January 2012.</p>	<p>Endorsed by the Cabinet at their meeting on 19<sup>th</sup> January 2012. Working Group to continue its investigations into the future business model and a methodology for the quantification of social value.</p>	<p>Working Group met on 28<sup>th</sup> February 2012. Agreed to divide their work between two sub-groups. Members of the Overview &amp; Scrutiny Panel (Social Well Being) are investigating the development of a methodology for the quantification of social value.</p> <p>The Working Group investigating the development of a methodology for the quantification of social value have met on 23<sup>rd</sup> November 2012.</p> <p>The Panel has noted that the review of the Business Model has come to a standstill. Following his discussions with the Executive Leader, the Chairman has agreed that the review of the business model would not continue until the Business Plan had been completed and considered by the Panel. This is likely to be at the January Panel Meeting.</p>	<p><b>10/01/12</b></p>
<p><b>07/07/11</b></p>	<p><b><u>District Council Support Services</u></b> Agreed to establish a Working Group to review the Document Centre and its costs to form a view on its efficiency and cost effectiveness.</p> <p>Councillors Bull, Greenall, Howe, Mackender-Lawrence, Rogers and Williams volunteered for the Group.</p>		<p>Working Group has formed two sub groups to consider:-</p> <ul style="list-style-type: none"> <li>a) the financial cost of the service; and</li> <li>b) the operation of the service.</li> </ul> <p>Working Group met on 14<sup>th</sup> November 2012 and a summary of their findings is currently being compiled.</p>	

<p><b>07/07/11</b></p> <p><b>02/02/11</b></p>	<p><b><u>A14 Improvements</u></b>          Agreed that a representative of the Highways Agency should be invited to a future meeting to discuss their plans in the event of an interruption to traffic flow.</p> <p>Agreed to receive further updates on progress by email.</p> <p>In view of the difficulties in obtaining a representative from the Highways Agency to attend a future meeting, agreed that a presentation on A14 developments should be given to the whole Council, when this is appropriate.</p>	<p>Invitation sent to Highways Agency.</p>	<p>The Secretary of State for Transport has recently announced plans to improve the A14 between Milton and Huntingdon as part of a major drive on infrastructure investment</p> <p>Matter has been raised with Head of Planning Services and Transportation Team Leader and a presentation will be arranged at an appropriate time.</p>	
<p><b>06/10/11</b></p>	<p><b><u>Cambridgeshire Public Sector Asset Management Strategy</u></b>          Requested a report outlining the progress made on the Huntingdonshire projects in six months time.</p>	<p>Progress report submitted to June 2012 meeting.</p>	<p>Managing Director (CPP) to report back at a future meeting on the development of the business case methodology.</p>	
<p><b>14/06/12</b></p>	<p><b><u>Economic Development</u></b>          Agreed that the update of the Council's Economic Strategy should be submitted to a future meeting</p>		<p>The findings from the local economic assessment were presented to the Panel's November meeting. The Economic Development Manager will present the Strategy to the Panel in the Spring.</p>	<p><b>07/03/12</b></p>

## Progress Report

<b>Progress Report</b>				
	<b><u>Community Infrastructure Levy</u></b>			
<b>03/11/11</b>	Informal Discussion held at the conclusion of the meeting. Agreed that Managing Director (CPP) would report back when it was appropriate.		Report on future governance and spending arrangements to be submitted to a future meeting. Members of the Social and Environmental Well-Being Panels will be invited to attend.	<b>04/10/12</b>
<b>08/03/12</b>	Councillor M F Shellens suggested that the Panel should discuss		Added to the Work Programme for the forthcoming year. Managing Director (Communities, Partnerships & Projects) to discuss the issue with Councillor M F Shellens directly.	
<b>05/04/12</b>	<ul style="list-style-type: none"> <li>❖ the priorities for CIL funding at a future meeting.</li> <li>❖ the implications of planning social housing requirements on Community Infrastructure Levy Income and the housing waiting list.</li> </ul>			
	<b><u>Housing Benefit Changes</u></b>			
<b>05/01/12</b>	Agreed to receive a further report drawing together the wider housing policy implications for the Council arising from the Government's Welfare Reform Bill be submitted to a future meeting of the Panel.		Report considered by the Overview & Scrutiny Panel (Social Well-Being) at their meeting on 12 <sup>th</sup> June 2012. Further reports to be submitted on a quarterly basis and Members of the Panel will be invited to attend.	<b>08/01/12</b>
<b>12/07/12</b>	Requested that a report on rental rates and rent costs be submitted to the Panel on a quarterly basis.	First quarterly report submitted to July meeting.	Agreed that future reports should be presented every six months.	<b>10/01/13</b>

## Progress Report

<b>14/06/12</b>	<p><b><u>Fraud Prevention</u></b></p> <p>Agreed that this should be added to the work programme for the forthcoming year.</p>	<p>Corporate Governance Panel have agreed to establish a working group to consider fraud risks, current and future approach and single fraud issues. Councillors Mitchell, Butler and Churchill have been appointed to this group</p>	<p>The report of the Working Group is expected to be available for the Panel's January meeting.</p>	<b>10/01/13</b>
<b>12/07/12</b>	<p><b><u>Use of Consultants</u></b></p> <p>Received a report outlining the progress which had been made on agreeing, modifying and implementing the Panel's previous recommendations.</p>	<p>Agreed that further reports detailing expenditure on consultants, hired and temporary staff should be submitted to the Panel on an annual basis. This report should include a breakdown of revenue and capital.</p>	<p>Next report due July 2013.</p>	<b>07/13</b>
<b>06/09/12</b>	<p><b><u>Borrowing</u></b></p> <p>In considering the Financial Forecast, agreed to establish a Working Group to develop an understanding of the District Council's approach to borrowing and to identify the terms of a Panel debate.</p>	<p>Working Group to comprise Councillors L Duffy, P G Mitchell, M F Shellens and A H Williams.</p>	<p>Working Group met on 17<sup>th</sup> October 2012. The Group discussed various aspects of general approaches to borrowing and have asked for a report on a number of matters relating to the Council's borrowing. A further meeting will be arranged shortly.</p>	

**Progress Report**

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<b>08/11/12</b>	<u><b>Savings</b></u> Agreed to hold an Informal Meeting of the Panel on Thursday 29 <sup>th</sup> November 2012 at 2pm to discuss possible suggestions for Council savings.			
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## Decision Digest

Edition 129

**Monthly summary of the decisions taken at meetings of the Council, Cabinet, Overview & Scrutiny and other Panels for the period 1<sup>st</sup> to 23<sup>rd</sup> November 2012.**

### **CHARGING FOR A SECOND GREEN BIN**

As a way to increase the Council's income, the Overview & Scrutiny Panel (Economic Well-Being) has considered a proposal to introduce a charge for second green bins. The matter also has been considered by the Overview and Scrutiny Panel (Environmental Well-Being) who unanimously agreed that the Council should not introduce a charge. The Cabinet subsequently referred the matter to the Economic Well-Being Panel for further consideration.

The Economic Well-Being Panel discussed the matter at length and has asked a number of questions of the Executive Councillor for the Environment and the Head of Operations. The Panel also noted representations made by Councillors I C Bates, P L E Bucknell and Mrs M Banerjee.

Having agreed that the business case for the additional charge was sound, Members were of the opinion that it should be considered as part of a package of savings. A recommendation has been put to Cabinet to this effect.

In considering the views of both Panels, the Cabinet has stressed that the Council was constantly reviewing all services to identify savings and that difficult budgetary decisions will need to be made in the future. The Cabinet has approved in principle the introduction of

a charge for a second green bin and has delegated the timing of its implementation to the Managing Director (Communities, Partnerships and Projects) after consultation with the Executive Leader and the Executive Councillor for Environment. This is to be in association with a package of other savings measures to be decided no later than April 2013.

### **ASSETS OF COMMUNITY VALUE**

The Overview & Scrutiny Panel (Economic Well-Being) has received a report outlining the Council's proposed arrangements for dealing with applications for listing community assets. The legislation has been introduced to assist local community groups preserve buildings or land which they consider to be important to the community's social well-being.

Having requested some clarification on specific aspects of the proposal and the ways in which Parish Council's and other interested charities had been made aware of the new legislation, the Panel endorsed recommendations designed to establish a formal process for considering applications.

These conclusions have subsequently been referred to the Cabinet who have:

- delegated responsibility for receiving and processing applications to the Corporate Team Manager;

- delegated responsibility for determining whether an asset should be listed to a Panel of three appropriate Council Officers;
- agreed that the responsibility for determining reviews against listing of assets by the owners be delegated to the Head of Planning and Housing Strategy after consultation with the Head of Legal and Democratic Services;
- agreed that the responsibility for putting in place appropriate arrangements for determining requests for compensation and review be delegated to the Corporate Team Manager; and
- asked the Corporate Team Manager to put in place arrangements for publishing how applicable groups can make a nomination.

#### **HUNTINGDONSHIRE ECONOMIC ASSESSMENT – KEY FINDINGS**

The Overview and Scrutiny Panel (Economic Well-Being) has received a presentation by the Economic Development Manager on the outcome of the local economic assessment. The assessment had been undertaken to provide an evidence base for a new Economic Strategy. A review of the Strategy was being undertaken to coincide with the creation of a new Local Plan for the District and to reflect a number of significant changes since the last review – namely the impact of the recession and the establishment of the local enterprise zone.

In noting that the data had been grouped into 3 themes – People and Communities, Business and Enterprise and Sustainable Economic Growth, the Panel has discussed a number of the

specific findings and has noted the action priorities which had been identified.

Having been informed that work would now be undertaken to draw up the new Strategy, the Panel has asked the Economic Development Manager to present the Strategy and associated action plans in the Spring.

#### **CORPORATE BUSINESS CONTINUITY PLANNING (2012 ANNUAL REPORT)**

An update on progress in planning for Corporate Business Continuity for the District Council has been presented to the Overview & Scrutiny Panel (Economic Well-Being). This presentation included information on the processes and proposed maintenance of a new Corporate Business Continuity Plan. A report on the incidents which had ‘triggered’ action by the Business Continuity Team during the previous 12 months also was provided.

In considering the report, the Panel has commented on the recent problems with the Remote My Office System and asked about the process for testing the Corporate Plan. An amendment has also been suggested to the approach for identifying the corporate lead if the Plan needed to be implemented.

#### **APPOINTMENT OF CO-OPTED MEMBER – OVERVIEW & SCRUTINY PANEL (ECONOMIC WELL-BEING)**

The outcome of a Selection Panel which met on 7th November 2012 to interview candidates for the vacant position of co-opted Member has been reported to the Overview & Scrutiny Panel (Economic Well-Being).

The Panel has subsequently asked the Council to accept the co-option of Mr R Eacott to the Overview and Scrutiny

Panel (Economic Well-Being) for a four year term of office.

### **POTENTIAL MERGER BETWEEN CAMBRIDGESHIRE AND SUFFOLK FIRE AND RESCUE SERVICES**

The Overview and Scrutiny Panel (Social Well-Being) has received details of a consultation on proposals for further collaboration up to a full merger between Cambridgeshire and Suffolk Fire and Rescue Services. Councillor F Brown, Chairman of the Cambridgeshire Fire Authority and Mr M Warren, Director of Resources and Treasurer to the Fire Authority presented the proposals to the Panel. Preliminary views on the consultation will be incorporated within the draft response. This will be submitted to the Panel at its next meeting.

### **HUNTINGDONSHIRE CITIZENS ADVICE BUREAU**

Following on from the last meeting, the Overview and Scrutiny Panel (Social Well-Being) received a further update on recent developments concerning the voluntary liquidisation of the Huntingdonshire Citizens Advice Bureau (CAB). Whilst it was hoped that the service would cease to operate at the end of the calendar year, it was understood that this date had now been brought forward to the end of November. It was noted that arrangements would be made to identify interim arrangements for December and the period January – March 2013. These will be determined after the relevant Executive Councillors meet to consider the applications received under the Council's new voluntary sector funding arrangements.

### **HUNTINGDONSHIRE TOWN AND PARISH CHARTER**

A copy of the draft Town and Parish Charter was received by the Overview

and Scrutiny Panel (Social Well-Being). The document sets out how the three tiers of local government will work together for the benefit of local communities, whilst recognising and respecting their individual rights as separate democratic bodies. As guidance is yet to be issued from the Department for Communities and Local Government, it is not likely that the Charter will be ready for endorsement until April 2013. A Working Group, comprising representatives of the three tiers of local government has been established to develop the Charter document.

### **CONSIDERATION OF DOMESTIC ABUSE JOINT MEMBER-LED REVIEW: FINAL REPORT**

The Overview and Scrutiny Panel (Social Well-Being) has received feedback from the Huntingdonshire Community Safety Partnership on the findings of the joint Member-led review on domestic abuse by Cambridgeshire County Council and Huntingdonshire and Fenland District Councils. Attention was drawn to the Partnership's concerns regarding the action plan developed for the Domestic Abuse Steering Group and the lack of funding currently available for the service. It was made clear to the Panel that the links between domestic abuse and social services at Partnership meetings needed strengthening. This might be achieved by ensuring that there was appropriate representation at Partnership meetings.

### **HOUGHTON AND WYTON CONSERVATION AREA CHARACTER ASSESSMENT AND BOUNDARY REVIEW**

Both the Cabinet and the Overview and Scrutiny Panel (Environmental Well-Being) have reviewed the Houghton and Wyton Conservation Area Character Assessment and Boundary

Review. The Character Assessment and Boundary Review have been produced in response to an undertaking given to Houghton and Wyton Parish Council. Representations have been received that Area 2 – a field to the east of Houghton Grange (BBSRC) should be included in the Conservation Area. However, the Head of Planning and Housing Strategy has advised that this area does not meet the Conservation Area criteria. It has been explained that its inclusion might undermine the validity of the Character Assessment. Members have been assured that the Conservation Area Character Assessment is needed to reinforce the urban design framework (UDF). If the UDF is implemented, Area 2 will be of a standard that will make it eligible for inclusion in the Conservation Area. A Member has argued that, in this case, the opportunity should be taken to include it at this stage. However, given that this might undermine the ability of the Conservation Area Character Assessment to withstand a legal challenge, it has been accepted that this matter should be re-visited when the obstacles to its inclusion have been removed. With this in mind, the Cabinet has stressed that it is best practice to keep boundaries under view for all conservation areas and that this will continue.

In its role as consultee and following representations made by the local Ward Councillor, the Development Management Panel also has endorsed the content of both documents and recommended to the Cabinet that they be formally adopted as Council policy.

Having considered all the responses received and the views of both Panels the Cabinet has approved the contents of the Character Assessment and Boundary Review.

## **CONTROLLED REGULATIONS**

## **WASTE**

The Overview and Scrutiny Panel (Environmental Well-Being) has considered a report on controlled waste regulations. The Controlled Waste Regulations 2012 have varied the premises which are exempt from a charge for disposal. This Council collects waste from a number of previously exempt premises and consequently will now be charged by the County Council for the disposal of that waste. Members have been assured that the majority of customers will continue to enjoy free disposal if they were Council customers prior to April 2012. The Panel has discussed the possibility of offering and promoting an enhanced trade waste service as a means of generating income for the Council. There will be a marginal cost in providing such a service as the Council already has waste collection rounds in place. Given the financial pressures on the Council, it has been suggested that the development of the trade waste service should be investigated.

Subsequently, the Cabinet has authorised Officers to recover the full cost of disposal from those non-domestic premises previously exempt under the 1992 Controlled Waste Regulations, except where they continue to be exempt under the County Council's local policy.

## **THE CONTRIBUTION OF AGRICULTURE TO THE ENVIRONMENT AND ECONOMY IN THE CONTEXT OF PLANNING POLICIES**

The final report of the Working Group has been received by the Overview and Scrutiny (Environmental Well-Being) Panel. Members have been advised that the report's recommendations have been endorsed by the Head of Planning and Housing Strategy.

Having considered the Panel's findings the Cabinet has –

- agreed to consider within the new Local Plan the need for community led growth in rural villages to contribute towards their sustainability;
- requested that definitions of green field and brown field sites be consistently applied;
- agreed that the new Local Plan should refer to the National Planning Policy Framework's principles relating to the rural economy and agricultural land;
- requested that further investigations be undertaken into the Council's procedure for analysing and dealing with applications where agriculture is a factor and a report submitted to the Development Management Panel on the outcome.

## **STATEMENT OF GAMBLING PRINCIPLES**

The Cabinet has reviewed the contents of a revised Statement of Principles under the Gambling Act 2005. The Statement has been updated to take into account the latest regulations and guidance issued by the Gambling Commission.

## **HUNTINGDONSHIRE TRAFFIC MANAGEMENT AREA JOINT COMMITTEE**

The Cabinet has appointed Councillor C R Hyams to replace Councillor S Akthar on the Huntingdonshire Traffic Management Area Joint Committee.

