

A meeting of the **OVERVIEW AND SCRUTINY PANEL (ECONOMIC WELL-BEING)** will be held in **CVSO.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 5 DECEMBER 2013** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact  
(01480)**

## **APOLOGIES**

### **1. MINUTES**

To approve as a correct record the Minutes of the meeting held on 28th November 2013. **(TO FOLLOW)**.

**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.

### **3. NOTICE OF KEY EXECUTIVE DECISIONS (Pages 1 - 4)**

A copy of the current Notice of Executive Key Decisions, which was published on 14th November 2013 is attached. Members are invited to comment as appropriate on any items contained therein.

**Mrs H Taylor  
388008**

### **4. NATIONAL NON DOMESTIC RATES - CHANGES TO DISCRETIONARY RELIEF POLICY (Pages 5 - 8)**

To consider a report by the Head of Customer Services.

**J Barber  
388105**

### **5. BUDGET UPDATE (Pages 9 - 22)**

To consider a report by the Assistant Director (Finance & Resources).

**S Couper  
388103  
C Mason  
388157**

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

### **6. TREASURY MANAGEMENT REVIEW OF PERFORMANCE : 6 MONTHLY REVIEW (Pages 23 - 30)**

To consider a report by the Assistant Director (Finance & Resources).

**S Couper  
388103  
C Mason  
388157**

7. **WORKPLAN STUDIES** (Pages 31 - 32)

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

Mrs C Bulman  
388234

8. **OVERVIEW & SCRUTINY (ECONOMIC WELL-BEING) - PROGRESS** (Pages 33 - 36)

To consider a report by the Head of Legal and Democratic Services detailing progress on the Panel's activities.

Mrs C Bulman  
388234

9. **SCRUTINY**

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 **(TO FOLLOW)**.

Dated this 27 day of November 2013



Head of Paid Service

**Notes**

**1. 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.*

### **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.*

## **2. Filming, Photography and Recording at Council Meetings**

*The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening at meetings. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and available via the following link - [filming, photography and recording at council meetings.pdf](#) or on request from the Democratic Services Team. The Council understands that some members of the public attending its meetings may not wish to be filmed. The Chairman of the meeting will facilitate this preference by ensuring that any such request not to be recorded is respected.*

**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.*



Colin Meadowcroft  
Head of Legal and Democratic Services

Huntingdonshire District Council  
Pathfinder House  
St Mary's Street  
Huntingdon PE29 3TN.

Notes:- (i) Additions changes from the previous Forward Plan are annotated \*\*\*  
(ii) Part II confidential items which will be considered in private are annotated ## and shown in italic.

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
Pay Review Framework***	Cabinet	12 Dec 2013		Mrs Joanne Lancaster, Managing Director Tel No. 01480 388301 or email Jo.Lancaster@huntingdonshire.gov.uk		J D Ablewhite	Economic Well-Being
Street Naming and Numbering Report***	Cabinet	12 Dec 2013		Chris Allen, Project and Assets Manager Tel No. 01480 388380 or email Chris.Allen@huntingdonshire.gov.uk		D M Tysoe	Environmental Well-Being
National Non-Domestic Rates - Changes to Discretionary Relief Policy***	Cabinet	12 Dec 2013		Julia Barber, Head of Customer Services Tel No. 01480 388105 or email Julia.Barber@huntingdonshire.gov.uk		B Chapman	Economic Well-Being

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Draft Budget & MTP	Cabinet	12 Dec 2013		Steve Couper, Assistant Director of Finance and Resources Tel No. 01480 388103 or email Steve.Couper@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Facing the Future - Suggested Priorities###	Cabinet	23 Jan 2014		Steve Couper, Assistant Director of Finance and Resources Tel No 01480 388103 or email Steve.Couper@huntingdonshire.gov.uk		J A Gray	All
Grounds Maintenance Service Standards	Cabinet	23 Jan 2014		Eric Kendall, Head of Operations Tel No 01480 388635 or email Eric.Kendall@huntingdonshire.gov.uk		D M Tysoe	Environmental Well-Being
Reconnections Policy	Cabinet	23 Jan 2014		Julia Barber, Head of Customer Services Tel No. 01480 388105 or email Julia.Barber@huntingdonshire.gov.uk		B S Chapman	Social Well-Being
Carbon Management Plan	Cabinet	23 Jan 2014		Chris Jablonski, Environment Team Leader Tel No. 01480 388368 or email Chris.Jablonski@huntingdonshire.gov.uk		D M Tysoe	Environmental Well-Being
Green Deal	Cabinet	23 Jan 2014		Chris Jablonski, Environment Team Leader Tel No. 01480 388368 or email Chris.Jablonski@huntingdonshire.gov.uk		D M Tysoe	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
Renewal of Great Fen Project Collaboration Agreement	Cabinet	23 Jan 2014	Collaboration Agreement	Steve Ingram, Assistant Director, Environment, Growth and Planning Tel No 01480 388400 or email Steve.Ingram@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being
Review of Second Green Bin	Cabinet	13 Feb 2014		Eric Kendall, Head of Operations Tel No 01480 388635 or email Eric.Kendall@huntingdonshire.gov.uk		D M Tysoe	Environmental Well-Being
Budget & MTP	Cabinet	13 Feb 2014		Steve Couper, Assistant Director of Finance and Resources Tel No 01480 388103 or email Steve.Couper@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Treasury Management Strategy	Cabinet	13 Feb 2014		Steve Couper, Assistant Director of Finance and Resources Tel No 01480 388103 or email Steve.Couper@huntingdonshire.gov.uk		J A Gray	Economic Well-Being
Leadership Direction	Cabinet	13 Feb 2014		Mr Howard Thackray, Policy and Strategic Services Manager Tel No 01480 388035 or email Howard.Thackray@huntingdonshire.gov.uk		J D Ablewhite	All
Consultation and Engagement Strategy	Cabinet	13 Feb 2014		Louise Sboui, Senior Policy Officer Tel No. 01480 388032 or email Louise.Sboui@huntingdonshire.gov.uk		J D Ablewhite	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 Plan to 2036 - Proposed Submission	Cabinet	13 Feb 2014	Submission - Draft Local Plan	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being
Huntingdonshire Infrastructure Business Plan***	Cabinet	20 Mar 2014		Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being
Huntingdon West Masterplan	Cabinet	20 Mar 2014	Following consultation. Preferred option.	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being
4 A14	Cabinet	20 Mar 2014		Steve Ingram, Assistant Director, Environment, Growth and Planning Tel No. 01480 388400 or email Steve.Ingram@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being
Wind Turbines SPD	Cabinet	20 Mar 2014	Draft SPD	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being
Huntingdon and Godmanchester Market Town Transport Strategy	Cabinet	20 Mar 2014	Market Town Transport Strategy	Paul Bland, Planning Service Manager (Policy) Tel No. 01480 388430 or email Paul.Bland@huntingdonshire.gov.uk		N J Guyatt	Environmental Well-Being



**Public**  
**Key Decision - Yes**

## HUNTINGDONSHIRE DISTRICT COUNCIL

**Title/Subject Matter:** National Non Domestic Rating- Changes to Discretionary Policy

**Meeting/Date:** Cabinet – 12 December 2013  
COMT – 2 December 2013

**Executive Portfolio:** Customer Services

**Report by:** Head of Customer Services

**Ward(s) affected:** All

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### **Executive Summary:**

Following a consultation process earlier this year the Government announced their intention to provide a temporary “exemption” for newly built and unoccupied non domestic properties from 1 October 2013 until 30 September 2016.

As this is a temporary measure they do not propose to change the exemption regulations, but instead will provide the exemption by reimbursing billing authorities that use their discretionary rate relief powers (under Section 47 of the Local Government Finance 1988) for the local share of the discretionary relief (by using a grant under Section 31 of the Local Government Act 2003).

Through this mechanism, central government will guarantee to reimburse local government (both billing authorities and those major precepting authorities within the rates retention system) for the cost to them under these specific circumstances.

### **Recommendation:**

#### **It is recommended that:**

- **That Cabinet approve the award of 100% (Section 47) Discretionary Rate Relief where the newly built non domestic property meets the full qualifying criteria.**

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## **1. WHAT IS THIS REPORT ABOUT/PURPOSE?**

- 1.1 The purpose of this report is to enable members to make an informed decision on the proposed “exemption” for new built and unoccupied non domestic properties from 1 October 2013 which remain unoccupied beyond the 3 month (or 6 month- for Industrial properties) period which is currently covered by existing regulations.

## **2. WHY IS THIS REPORT NECESSARY/BACKGROUND**

- 2.1 Central Government do not propose to change the existing regulations i.e. “The Non Domestic Rating (Unoccupied Property) (England) Regulations 2008” because they say this is a temporary measure only.
- 2.2 Instead they are asking that local authorities use their discretionary rate relief powers under Section 47 of the Local Government Act 1988, and that requires a change to the Council’s discretionary policy.

## **3. OPTIONS CONSIDERED/ANALYSIS**

- 3.1 Other options could be to either decline to grant the exemption by way of discretionary rate relief, or vary the level of the relief but this would not help the ratepayers nor encourage developers to complete new non domestic building works. Most importantly, if the council does not grant the relief to the full extent of the Governments intention it will not be 100% reimbursed by way of grant.

## **4. KEY IMPACTS/RISKS? HOW WILL THEY BE ADDRESSED?**

- 4.1 It will be for individual billing authorities to grant relief and to ensure that each application fully meets the qualifying criteria, and obviously the payment of the grant, paid in arrears by the government, will be subject to full external audit. Accordingly there will be an administrative and cost burden to the council which does not appear to have been addressed by central government at this time. The biggest risk is the unlikely outcome that the government does not honour its guarantee of 100% reimbursement.
- 4.2 This position is further complicated by the proposal that the owner can benefit from multiple unoccupied periods between tenants during the 18 month period, and billing authorities must also ensure that the rules on the maximum amount of “state aid” are not breached.

## **5. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION**

- 5.1 If agreed, a comprehensive checklist of all the relevant circumstances matching the qualifying criteria will be prepared for each application, awards will be separately identified in the accounts and reimbursement claimed as part of the non domestic rates year end reconciliations (and again subject to external audit). It must also be presumed that government will amend the relevant billing regulations in time for annual billing in March 2014.

## **6. LINK TO THE LEADERSHIP DIRECTION**

- 6.1 This policy change will meet the aim of generating business growth in the district by encouraging developers to build and complete business premises.

## **7. CONSULTATION**

- 7.1 There is no requirement for any consultation exercise on policy changes on discretionary rate relief

## **8. LEGAL IMPLICATIONS**

- 8.1 There is no legal implication other than for the decision to be formally resolved in order to amend the Discretionary Relief policy. The Head of Customer Services already holds Delegated Authority to grant discretionary relief under the Council's policy.

## **9. RESOURCE IMPLICATIONS**

- 9.1 As outlined above there is a significant burden for the business rates team, and in terms of accounting and completing external audit (which may also increase audit fees), it would have certainly been simpler and less of a financial risk had the government amended the appropriate regulations albeit for a temporary period.
- 9.2 The cost of reliefs awarded by the Council will be reimbursed by the government; therefore there is no net cost to the Council.

## **10 REASONS FOR THE RECOMMENDED DECISIONS**

- 10.1 The recommendation will encourage, it is hoped, developers/owners to complete new business premises, at least in the short term.

### **Recommendation:**

Based on the information contained within this report, it is recommended that Cabinet agrees :

**To include 100% discretionary rate relief for qualifying newly built domestic rating properties completed from 1 October 2013 to 30 September 2013, for a maximum period of up to 18 months.**

## **11. LIST OF APPENDICES INCLUDED**

None

## **BACKGROUND PAPERS**

- Summary of consultation responses and Government response- 11 September 2013
- Guidance: Business Rates New Build Empty Property- 11 September 2013

## **CONTACT OFFICER**

**Julia Barber**  
**Head of Customer Services**  
[Julia.Barber@huntingdonshire.gov.uk](mailto:Julia.Barber@huntingdonshire.gov.uk)  
Tel No. 01480 388105

# Agenda Item 5

**Public  
Key Decision**

## HUNTINGDONSHIRE DISTRICT COUNCIL

<b>Title:</b>	<b>Budget Update</b>
<b>Meeting/Date:</b>	<b>Cabinet – 12 December 2013</b>
<b>Executive Portfolio:</b>	<b>Resources</b>
<b>Report by:</b>	<b>Assistant Director (Finance and Resources)</b>
<b>Wards affected:</b>	<b>All</b>

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### **Executive Summary:**

The Government's Autumn Statement is planned for the 4<sup>th</sup> December with the Local Government draft settlement expected one or two weeks later. The settlement is expected to clarify the:

- Level of Formula Grant (RSG) for 2014/15
- Any changes to the financial impact of Business Rates
- The criteria for determining an excessive Council Tax increase, including the changes in relation to the precepts from Internal Drainage Boards.

It should also provide at least some indications for the anticipated higher funding losses in 2015/16 which include the proposed reduction in New Homes Bonus.

Cabinet will also be conscious that the Facing the Future process is only partially complete with proposals for both straightforward and more difficult potential savings emerging each week.

Other key data, such as the financial impact of the pay review, will not be available and the new pension contribution rates, relating to the 3 yearly revaluation of the pension fund, may not be available.

In these circumstances there seems little point in preparing a draft budget at this stage.

This report therefore comprises of a set of annexes that itemise proposed variations to be included in the new budget and MTP.:

- Any base budget issues that need to be addressed
- Progress in achieving any savings which are part of the approved MTP and any variations required.
- Progress in achieving any "targeted" savings and any variations required.
- Extra savings proposals that it is proposed to include at this stage because they have no or minimal impact on service levels and would be straightforward to implement.
- Proposals for increasing the budget for specific projects or purposes e.g. to include provision in the new year 5 (2019/20) for Disabled Facilities Grants.
- Schemes where rephasing is unavoidable or proposed.
- Technical items

Within the annexs the items are colour coded as follows:

<b>Green</b>	Additional savings (extra income or reduced cost)
<b>Red</b>	Extra cost (or reduced income)
<b>Grey</b>	Rephasing
<b>Blue</b>	Transfers
<b>Brown</b>	Revenue to Capital
<b>Beige</b>	Net Nil / Invest to Save

The tables below summarise the position shown in these annexs:

Annex	REVENUE Variation type	2013/14 £000	2014/15 £000	2015/16 £000	2016/17 £000	2017/18 £000	2018/19 £000
A	Base	-13	393	282	223	241	245
B	Base savings	371	108	116	111	76	152
C	Targeted savings	-333	-1,313	-1,652	-1,813	-1,841	-1,841
D	Additional savings	-176	-249	-256	-212	-211	-209
E	Proposed increases	66	86	142	148	64	36
F	Rephasing	-471	509	42	47	29	29
G	Technical	-395	-253	-206	-206	-206	-206
	Other Forecast Savings	-935					
	<b>TOTAL #</b>	<b>-1,886</b>	<b>-719</b>	<b>-1,532</b>	<b>-1,702</b>	<b>-1,848</b>	<b>-1,794</b>

*Note # - Revenue table does not include the revenue effect of variations in capital expenditure.*

REVENUE SAVINGS	2013/14 £000	2014/15 £000	2015/16 £000	2016/17 £000	2017/18 £000	2018/19 £000
<b>From September Forecast Report</b>						
Targeted		-1,377	-1,852	-2,050	-2,090	-2,090
Unidentified		-138	-2,620	-2,948	-3,181	-3,694
<b>total</b>		<b>-1,515</b>	<b>-4,472</b>	<b>-4,998</b>	<b>-5,271</b>	<b>-5,784</b>
<b>% of Budget</b>		<b>6.4%</b>	<b>18.4%</b>	<b>20.0%</b>	<b>19.9%</b>	<b>20.7%</b>
<b>Identified so far (from above)</b>	<b>-1,886</b>	<b>-719</b>	<b>-1,532</b>	<b>-1,702</b>	<b>-1,848</b>	<b>-1,794</b>
<b>Still required</b>		<b>-796</b>	<b>-2,940</b>	<b>-3,296</b>	<b>-3,423</b>	<b>-3,990</b>
<b>% of Budget</b>		<b>3.4%</b>	<b>12.1%</b>	<b>13.2</b>	<b>13.0</b>	<b>14.3</b>

*Warning: the above table should be treated as indicative at this stage as adjustments have not yet been made for interest rates, inflation, revenue impact of capital, risk provision etc.*

Annex	NET CAPITAL Variation type	2013/14 £000	2014/15 £000	2015/16 £000	2016/17 £000	2017/18 £000	2018/19 £000
A	Base	-93	-40	-40	-70	10	10
B	Base savings	406	-64	0	0	-44	45
C	Targeted savings	0	2	2	150	65	0
D	Additional savings	0	0	0	0	0	0
E	Proposed increases	172	1,290	-352	176	222	2,834
F	Rephasing	618	699	-480	-183	-218	-33
G	Technical	380	47	0	0	0	0
	Less 2018/19 Provision						-3,347
	Additional Carry forward from 2012/13	-707					
	<b>TOTAL</b>	<b>776</b>	<b>1,934</b>	<b>-870</b>	<b>73</b>	<b>35</b>	<b>-491</b>

Cabinet are asked to consider these annexs and determine if there is any item(s) that they consider should not be included when the budget/MTP is produced in January.

A briefing paper will be circulated to all Members soon after the Local Government draft settlement is received.

The search for sufficient savings will need to continue into next year. Cabinet will receive a report following Overview and Scrutiny consideration of the Facing The Future templates and will then determine those areas which are a priority for investigation. The process will then need to be dynamic with any further proposals receiving appropriate priority, whilst less practical proposals are removed, until a robust programme has been confirmed that should, at least, allow the necessary 2015/16 savings to be realistically achieved.

## **RECOMMENDATIONS:**

### **That Cabinet:**

- **Determine whether there are any items contained in the annexs to this report that should not be included in the February Budget and MTP proposals.**
- **Determine whether there are any additional items that should be included in the February Budget and MTP proposals.**
- **Note that a briefing note will be distributed once the Local Government draft settlement is received.**

## **BACKGROUND PAPERS**

Financial Forecast Report  
Working Papers in Financial Services

## **CONTACT OFFICERS**

**Steve Couper** Assistant Director (Finance and Resources)

☎ 01480 388103

**Clive Mason** Accountancy Manager

☎ 01480 388157

## **ANNEXS**

- A** Base budget proposed variations
- B** Base saving progress/proposed variations
- C** Targeted savings progress/proposed variations
- D** Proposed additional savings items
- E** Proposed increases
- F** Proposed rephrasing
- G** Technical
- H** Totals

ANNEX A - BASE budget proposed variations

Bid No.	Scheme	REVENUE						NET CAPITAL						CAPITAL GRANTS AND CONTRIBUTIONS								
		F'CAST	MTP					F'CAST	MTP					F'CAST	MTP							
			2013	2014	2015	2016	2017		2018	2013	2014	2015	2016		2017	2018	2013	2014	2015	2016	2017	2018
			£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>																						
	HR & Payroll																					
1048	Re-alignment of Commercial Estates Budget	116	111	106	101	101	101															
<b>Head of Legal &amp; Democratic Services</b>																						
	Environmental Health (Licensing)																					
SAVING	Regulatory Limitation on price increases		19	19	19	19	19															
	Democratic Representation																					
825	Members Allowances Review																		4			
380	Replacement Printing Equip.							-45				-30										
<b>Head of Operations</b>																						
	Refuse and Recycling																					
1052	Bulky refuse income and expenditure	20	20	20	20	20	20															
969	Recycling Gate Fees	-11	-9																			
	Community Safety																					
1023	Wireless CCTV		30	30	30	30	30	40														
	Car Parks																					
SAVING	Increase in Car Park Charges		16																			
<b>Head of Planning Services</b>																						
	Planning Policy and Conservation																					
358	Ramsey Rural Renewal	-5	-3					-63														
903	Local Development Framework (Plan Policies) examinations	-217	105	49																		
	Private Housing Support																					
932	Decent Homes - Thermal Efficiency and Category 1 H&S							-25	-40	-40	-40	10	10									
<b>Head of Environmental Management</b>																						
	Building Control																					
1086	Building Control Income	60	60	60	60	60	60															
	Environmental Health (Energy Efficiency)																					
918A	Building Effic. Imps (Potential LC proportion)	-10	-28	-42	-47	-29	-29															
<b>Head of Customer Services</b>																						
	Homelessness																					
1019	Homeless Accommodation - Cost Reduction Schemes		32																			
<b>Head of Financial Services</b>																						
	Other Expenditure																					
1077	Insurance Premium Income	28	34	34	34	34	34															
1101	Removal of Credit Interest Budget	6	6	6	6	6	6															
Total BASE budget proposed variations		-13	393	282	223	241	245	-93	-40	-40	-70	10	10	0	0	0	0	0	0			









ANNEX C - Targeted Savings

Bid No.	Scheme	REVENUE						NET CAPITAL						CAPITAL GRANTS AND CONTRIBUTIONS					
		F'CAST	MTP					F'CAST	MTP					F'CAST	MTP				
		2013	2014	2015	2016	2017	2018	2013	2014	2015	2016	2017	2018	2013	2014	2015	2016	2017	2018
		2014	2015	2016	2017	2018	2019	2014	2015	2016	2017	2018	2019	2014	2015	2016	2017	2018	2019
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
<b>Head of Financial Services</b>																			
	<b>Other Expenditure</b>																		
	Reduced Audit Fees budget		-40	-40	-40	-40	-40												
1076	Saving in External Audit Fee	-50	-10	-10	-10	-10	-10												
	Identify & Remove spare budgets across the Council		-50	-50	-50	-50	-50												
1080	Identify & Remove spare budgets across the Council		50	50	50	50	50												
1081	Adverting Opportunities		-20	-25	-25	-25	-25												
1082	Reduce training budgets to focus on priorities		-20	-20	-20	-20	-20												
	Outsourced/Shared Debtors		-25	-25	-25	-25	-25												
	Outsourced/Shared Debtors		25	25	25	25	25												
1083	Margin on Loans to RSL's etc		-30	-75	-125	-175	-175												
1084	Other emerging minor staffing adjustments		-25	-50	-75	-100	-100												
	Other emerging minor staffing adjustments		25	50	75	100	100												
1085	No grants to towns/parishes re. Housing Support		-357	-357	-357	-357	-357												
<b>TOTAL Targeted SAVINGS (September 2013) - Approved Budget/MTP</b>		<b>0</b>	<b>-1,377</b>	<b>-1,852</b>	<b>-2,050</b>	<b>-2,090</b>	<b>-2,090</b>	<b>8,054</b>	<b>8,060</b>	<b>8,064</b>	<b>8,216</b>	<b>8,135</b>	<b>8,074</b>	<b>8,054</b>	<b>8,058</b>	<b>8,062</b>	<b>8,066</b>	<b>8,070</b>	<b>8,074</b>
<b>Targeted Savings Current Forecast</b>		<b>-333</b>	<b>-1,313</b>	<b>-1,652</b>	<b>-1,813</b>	<b>-1,841</b>	<b>-1,841</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>150</b>	<b>65</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Over (-) / Under Achievement</b>		<b>-333</b>	<b>64</b>	<b>200</b>	<b>237</b>	<b>249</b>	<b>249</b>												



**ANNEX E - New Extra Costs**

Bid No.	Scheme	REVENUE						NET CAPITAL						CAPITAL GRANTS AND CONTRIBUTIONS						
		F'CAST	MTP					F'CAST	MTP					F'CAST	MTP					
		2013 2014 £000	2014 2015 £000	2015 2016 £000	2016 2017 £000	2017 2018 £000	2018 2019 £000	2013 2014 £000	2014 2015 £000	2015 2016 £000	2016 2017 £000	2017 2018 £000	2018 2019 £000	2013 2014 £000	2014 2015 £000	2015 2016 £000	2016 2017 £000	2017 2018 £000	2018 2019 £000	
<b>Head of Legal &amp; Democratic Services</b>																				
	Democratic Representation																			
1041	Individual Electoral Registration (IER)	8	3	5	18	20	20													
<b>Head of Operations</b>																				
	Refuse and Recycling																			
979	Wheeled Bins for New Properties	-3	-4	-10	-17	-28	-31	-36	255	135	130	110	55							
1031	Extra refuse round due to housing growth											10								
	Parks and Open Spaces																			
854EY	Play Equipment & Safety Surface Renewal												21							
	Car Parks																			
1055	Christmas Parking	13																		
	Vehicles and Plant																			
886	Vehicle fleet replacements.							97	130	8	41	97								
886EY	Vehicle fleet replacements.												408							
<b>Head of Planning Services</b>																				
	Development Management																			
1072	Wyton Airfield Development		50	75	75															
	Car Parks																			
923	Extra Car Parking, Huntingdon Town Centre		-10	-10	-10	-10	-10	787	500	-500										
	Private Housing Support																			
866	Disabled Facilities Grants							-507	200			1,250	57						400	
867	Repairs Assistance	10						70				100								
<b>Head of Customer Services</b>																				
	Local Taxation and Benefits																			
1100	Loss of Admin Subsidy		50	50	50	50	50													
<b>Head of IMD</b>																				
	Business Analysis and Project Management																			
891	Business Systems							34	5	5	5	5	200							
<b>General Manager, OneLeisure</b>																				
	Leisure Centres																			
861	Future maintenance	20						7				550								
896	St Ivo LC - Football Improvements												27		53				-53	
956	Replacement Fitness Equipment	18	-3	32	32	32	7	-280	200			250								
<b>Total New Extra Costs</b>		<b>66</b>	<b>86</b>	<b>142</b>	<b>148</b>	<b>64</b>	<b>36</b>	<b>172</b>	<b>1,290</b>	<b>-352</b>	<b>176</b>	<b>222</b>	<b>2,834</b>	<b>57</b>	<b>-612</b>	<b>421</b>	<b>-12</b>	<b>-55</b>	<b>347</b>	

**Note**

MTP 923 It should be noted that for the Net Capital amount there was a £0.418m reduction in spend in 2013/14.  
MTP 1072 There is the potential for future developer contributions to negate part or all of this growth, but at this time the level of contribution is not known.

## ANNEX F - Rephasing

Bid No.	Scheme	REVENUE						NET CAPITAL						CAPITAL GRANTS AND CONTRIBUTIONS											
		F'CAST	MTP					F'CAST	MTP					F'CAST	MTP										
		2013	2014	2015	2016	2017	2018	2013	2014	2015	2016	2017	2018	2013	2014	2015	2016	2017	2018	2019					
		£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>																									
Document Centre																									
894	Replacement Equipment Document Centre							-34	22	-12	2	25	12												
895	Multi-functional Devices							-80	80			-80	80												
<b>Head of Environmental and Community Services</b>																									
Community Initiatives																									
952	Loves Farm Community Centre							-60	37																
<b>Head of Operations</b>																									
Refuse and Recycling																									
948	Provision for Bin Replacements							-9	-6	-6	0	0	75												
Pool Cars																									
1026	Pool Cars							60																	
<b>Head of Planning Services</b>																									
Development Management																									
997	RAF Alconbury Development							-75	75																
Economic Development																									
401	Town Centre Developments							-86	86																
401	Huntingdon Town Centre Development							10																	
850	Huntingdon West Development (Housing Growth Fund)							-23	941	-200	-55	-200	-200	-5338	-300	200	200	200	200	200					
Private Housing Support																									
869	Social Housing Grant							2																	
<b>Head of Environmental Management</b>																									
Environmental Health (Energy Efficiency)																									
879	Environment Strategy Funding							3	50																
880	Sustainable Homes Retrofit							415		-180	-235			-415		180	235								
918	Building Efficiency Improvements (Salix Grant)							10	28	42	47	29	29	-27	-45	-36	5	37							
Environmental Improvements																									
1011	Chequers Court Public Realm													-240	-258	498									
Offices																									
890	Headquarters							420	-300	-120				-420	300	120									
<b>Head of Customer Services</b>																									
Local Taxation and Benefits																									
1017	Council Tax support module							35																	
<b>Head of Financial Services</b>																									
Other Expenditure																									
	Pay Protection Contingency							-320	320																
<b>Total Rephasing</b>								-471	509	42	47	29	29	618	699	-480	-183	-218	-33	-6,413	-258	998	435	200	200





**ANNEX H - Summary of Variations for 2014/15 Budget**

	REVENUE						NET CAPITAL						CAPITAL GRANTS AND CONTRIBUTIONS					
	F'CAST	MTP					F'CAST	MTP					F'CAST	MTP				
	2013	2014	2015	2016	2017	2018	2013	2014	2015	2016	2017	2018	2013	2014	2015	2016	2017	2018
	2014	2015	2016	2017	2018	2019	2014	2015	2016	2017	2018	2019	2014	2015	2016	2017	2018	2019
£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
ANNEX A - BASE budget proposed variations	-13	393	282	223	241	245	-93	-40	-40	-70	10	10	0	0	0	0	0	0
ANNEX B - BASE saving progress/proposed variations	371	108	116	111	76	152	406	-64	0	0	-44	45	-168	0	0	0	0	0
ANNEX C - Targeted Savings	-333	-1,313	-1,652	-1,813	-1,841	-1,841	0	2	2	150	65	0	0	0	0	0	0	0
ANNEX D - Proposed additional savings	-176	-249	-256	-212	-211	-209	0	0	0	0	0	0	0	0	0	0	0	0
ANNEX E - New Extra Costs	66	86	142	148	64	36	172	1,290	-352	176	222	2,834	57	-612	421	-12	-55	347
ANNEX F - Rephasing	-471	509	42	47	29	29	618	699	-480	-183	-218	-33	-6,413	-258	998	435	200	200
ANNEX G - Technical and Other	-395	-253	-206	-206	-206	-206	380	47	0	0	0	0	0	0	0	0	0	0
Other Forecast savings	-935																	
less 2018/19 Capital Provision												-3,347						
less Additional Carry-Forward from 2012/13							-707											
<b>Total</b>	<b>-1,886</b>	<b>-719</b>	<b>-1,532</b>	<b>-1,702</b>	<b>-1,848</b>	<b>-1,794</b>	<b>776</b>	<b>1,934</b>	<b>-870</b>	<b>73</b>	<b>35</b>	<b>-491</b>	<b>-6,524</b>	<b>-870</b>	<b>1,419</b>	<b>423</b>	<b>145</b>	<b>547</b>

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## HUNTINGDONSHIRE DISTRICT COUNCIL

<b>Title:</b>	<b>Treasury Management Review of Performance: 6 Monthly Review</b>
<b>Meeting/Date:</b>	Overview and Scrutiny (Economic Well-Being) 5 December 2013
<b>Executive Portfolio:</b>	Resources: Councillor J A Gray
<b>Report by:</b>	Assistant Director (Finance and Resources)
<b>Ward(s) affected:</b>	All Wards

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### **Executive Summary:**

In February 2013 the council adopted the 2013/14 Treasury Management Strategy. The Strategy requires members to be kept up to date in respect of treasury management activity for the first half of the year, including investment and borrowing activity and treasury performance.

### **Recommendation(s):**

It is recommended that Overview and Scrutiny notes the report and recommends the report to Cabinet and then to Council.

## **1. PURPOSE**

- 1.1 To update members, in line with best practice and prescribed Treasury Management guidance, on treasury management activity for the first half of the year, including investment and borrowing activity and treasury performance.

## **2. TREASURY MANAGEMENT STRATEGY**

- 2.1 The Council approved the 2013/14 treasury management strategy at its meeting on 20 February 2013.
- 2.2 All treasury management activity undertaken during the period complied with the CIPFA Code of Practice and relevant legislative provisions.
- 2.3 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.

## **3. TREASURY MANAGEMENT ACTIVITY**

### **Cash Flow Management**

- 3.1 The vast majority of activity over the past 6 months has been in managing short term fluctuations in cash flow by borrowing or investing for periods that ensure sustainable cash liquidity and at cost that is the most economically advantageous for the council.
- 3.2 Much of the investment activity has been in liquidity accounts. These accounts offer two clear advantages considering the current investment market:
- One of the primary Treasury Management objectives is the security of funds invested; because these accounts allow immediate access to funds this reduces the risk of default.
  - These accounts provide a fair return on amounts invested.
- 3.3 There have also been deficits at various times over the period which has required the council to borrow temporarily from other Local Authorities at low rates (typically between 0.27% and 0.40%), the maximum period of borrowing has been 38 days.

### **Long Term Borrowing and Investments**

- 3.4 During the period the council has made available the following investment facilities:
- £1.500m to Huntingdon Regional College, which has been back-to-back funded by long-term borrowing for the same amount from the Public Works Loans Board (PWLB).
  - £0.300m to Huntingdon Gym. However the first tranche of £75,000 was invested in early October.
  - £0.012m to Alconbury Parish Council.

With regard to the investments in Huntingdon Gym and Alconbury Parish Council, these are currently being financed from within the Councils own working capital.

- 3.5 As at the 30 September the council had short and long term external investments of £13.3m and borrowing of £17.5m. The following table summarises the transactions during the period and further details analysis is shown in Appendix 1.

2012/13 £m			2013/14 £m
10.4	<b>Investments</b>	- as at 31 <sup>st</sup> March	6.4
(101.6)		- matured in period	(58.9)
106.2		- arranged in period	65.8
<b>15.0</b>		- as at 30 <sup>th</sup> September	<b>13.3</b>
(14.5)	<b>Borrowing</b>	- as at 31 <sup>st</sup> March	(16.0)
26.4		- matured/repaid in period	20.5
(21.9)		- arranged in period	(22.0)
<b>(10.0)</b>		- as at 30 <sup>th</sup> September	<b>(17.5)</b>
<b>(4.1)</b>	<b>Net investments at 31<sup>st</sup> March</b>		<b>(9.6)</b>
<b>5.0</b>	<b>Net investments at 30<sup>th</sup> September</b>		<b>(4.2)</b>

#### 4. PERFORMANCE – INTEREST RETURN

- 4.1 The portfolio comprises of a mixture of short-term investments and temporary borrowing to manage cash flow. With regard to long term borrowing, £10.0m was borrowed from the PWLB in December 2008 at 3.9% and was temporarily invested in two £5.0m packages, the first maturing in December 2012 and the second, which was invested with the Skipton Building Society at 4.85%, will mature in December 2013. The other £5.0m block has been absorbed into the council's working capital.
- 4.2 As noted above, the council borrowed a further £1.5m from the PWLB for 10 years, this was borrowed in August 2013 at 2.24% (2.44% less the 0.2% certainty rate). The investment with Huntingdonshire Regional College allows the council to make a small return on the cost of borrowing over the life of the investment.
- 4.3 To give an indication of net investment performance, the summary below, excludes the above long-term 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 2013 – SEPTEMBER 2013					
Net investments	Performance	Benchmark	Variation from benchmark	Managed Funds	
				1 April £m	30 Sept £m
Excluding Skipton and Huntingdon Regional College	0.54%	0.16%	+0.38%	4.6	(0.8)

## 5. PERFORMANCE – AGAINST BUDGET IN 2013/14

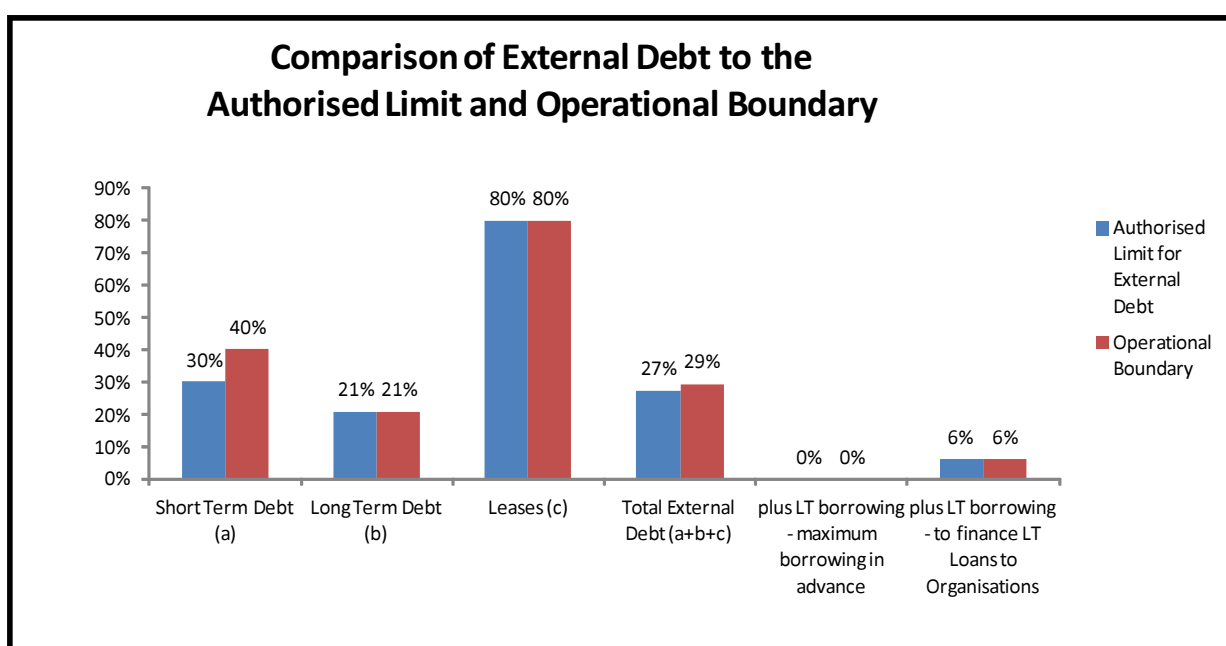
- 5.1 The latest forecast outturn is for the net cost of interest to be under budget by £33,000 (net cost of £0.206m against a budget of £0.239m). The small saving is attributable to a combination of low borrowing interest rates (especially between local authorities), delays in capital expenditure and higher than expected revenue reserves.

## 6 PRUDENTIAL INDICATORS

### 6.1 Operational Boundary and Authorised Limit for External Debt

The Authorised Limit for External Debt is the maximum external debt that the Council is authorised to borrow, whereas the Operational Boundary is an “early indicator” of when the Council is getting close to the Authorised Limit. As shown in the table below, currently the Council is well within the limits for both the Authorised Limit and Operational Boundary.

	2013/14 Estimate		2013/14 To Date
	Authorised Limit	Operational Boundary	
	£m	£m	
Short Term Debt	20.0	15.0	6.0
Long Term Debt	48.0	48.0	10.0
Leases	5.0	5.0	4.0
<b>Total External Debt</b>	<b>73.0</b>	<b>68.0</b>	<b>20.0</b>
Plus Long Term based on the maximum borrowing in advance	14.0	14.0	0.0
Plus Long term borrowing to finance Long Term Loans to Organisations	25.0	25.0	1.5



## 7 TREASURY MANAGEMENT INDICATORS

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

### 7.2 Interest rate exposures

This indicator prescribes the exposure to fixed and variable interest rates in respect of borrowing and investment activity.

All borrowing and investments are within the approved exposure limits.

	Limits		Actual Sept 2013
	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.*

### 7.3 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.

All borrowing is within the approved limits.

Borrowing	Upper Limit	Lower Limit	Actual
Under 12 months	86%	0%	34%
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%	9%
10 years and above	100%	14%	57%

### 7.4 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 beyond 364 days are within the approved limits.

	2013/14 £m	2014/15 £m	2015/16 £m
Limit on investments over 364 days as at 31 March each year.	32.6	33.2	33.2
Actual principal invested beyond year end as at 30 September 2013	1.512	1.512	1.512

## 8. LEGAL IMPLICATIONS

8.1 None, on the basis of the statement in paragraph 2.2.

## 9. RESOURCE IMPLICATIONS

9.1 The resource implications are noted within this report.

## 10 REASONS FOR THE RECOMMENDED DECISIONS

10.1 It is recommended that Overview and Scrutiny notes the report and recommends the report to Cabinet and then to Council.

## 11. LIST OF APPENDICES INCLUDED

Appendix 1 – Investments and Borrowing as at 30 September 2013

## BACKGROUND PAPERS

Working papers in Financial Services

## CONTACT OFFICER

Steve Couper, Assistant Director (Finance and Resources)

☎ 01480 388103

Clive Mason, Accountancy Manager

☎ 01480 388157



## Investments as at 30 September 2013

		£m	Investment date	Rate %	Repayment date
<b>Term Deposits</b>					
Skipton Building Society	Temporary investment of PWLB borrowing	5.000	19/12/08	4.85	19/12/13
Alconbury Parish Council		0.012	08/07/13	0.05	08/07/16
Huntingdonshire Regional College		1.500	05/08/13	3.34	05/08/23
<b>Liquidity Accounts</b>					
Cambridge Building Society		3.000	16/09/13	0.50	call
Ignis Liquidity Fund		2.000	24/09/13	0.49	call
NatWest		1.760	30/09/13	0.50	call
<b>TOTAL</b>		<b>13.272</b>			

\* The above investment profile does not include the £75,000 investment in Huntingdon Gym as this investment was not taken out until October 2013.

## Borrowing as at 30 September 2013

	£m	Borrowing date	Rate %	Repayment date
<b>Long Term</b>				
PWLB	1.500	07/08/13	2.44	07/08/23
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>				
Worcestershire County Council	5.000	11/09/13	0.30	09/10/13
Shropshire Council	1.000	11/09/13	0.30	11/10/13
<b>TOTAL</b>	<b>17.500</b>			

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**ONGOING STUDIES**

<b>STUDY</b>	<b>OBJECTIVES</b>	<b>PANEL</b>	<b>STATUS</b>	<b>TYPE</b>
Social Value	To consider the development of a methodology for the quantification of Social Value.	Social Well-Being	Working Group will focus on three key areas; namely social, health and financial benefits of the Council's activities. Final report to be submitted to the Panel shortly.	Working Group
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 which met on 28th August 2013. Due to be presented to the Panel and Cabinet in February 2014.	Working Group
Great Fen	To monitor the latest developments in respect of the Great Fen.	Environmental Well-Being	Site visits undertaken by the Panel in July 2010 and October 2012 and September 2013. The Project Collaboration Agreement is due for Renewal. A report will be submitted to the January meeting.	Whole Panel.
Delivery of Advisory Services Across the District	To monitor the performance of the voluntary organisations awarded grant aid by the Council in 2013-2015.	Social Well-Being	Working Group has met with 5 out of the 6 voluntary organisations to monitor their progress against acceptance agreements. Working Group to meet with	Working Group.

			the final voluntary organisation shortly – meeting to be arranged. A further 6 monthly round of meetings will be held in due course.	
Housing and Council Tax Benefit Changes and the Potential Impact Upon Huntingdonshire	To monitor the effect of Government changes to the Housing Benefit System arising from the Welfare Reform Act.	Social Well-Being	Six monthly reports to be presented to the Panel. Members of the Economic Well-Being Panel will be invited to attend. Next report to be submitted to the Panel's April 2014 meeting.	Whole Panel
Grounds Maintenance - Service Standards	To review the Council's expenditure on grounds maintenance.	Environmental Well-Being	Report submitted to the Panel at its June 2013 meeting. Further report to be submitted to the Panel in January 2014.	Whole Panel.
Review of Elderly Patient Care at Hinchingsbrooke Hospital	To undertake a review of elderly patient care at Hinchingsbrooke Hospital.	Social Well-Being	Working Group appointed to undertake a review which will be undertaken in conjunction with the Hospital. Meetings held on 18th July and 11th November 2013. Further meeting will be held to consider the End of Life Pathway. Meeting to be arranged.	Working Group
Recycling in Flats	To receive details of areas within the District where household recycling was not taking place.	Environmental Well-Being	A position statement will be submitted to the Panel's February 2014 meeting.	Whole Panel.

## Progress Report

<b>04/07/13</b>	<p><b><u>Customer Services</u></b></p> <p>Performance reports to be submitted to the Panel twice a year.</p>	Next report due in January 2014.		<b>09/01/14</b>
<b>16/05/13</b>	<p><b><u>Corporate Plan</u></b></p> <p>Councillors Rogers and Harrison have been appointed to the Corporate Plan Working Group.</p>		The Corporate Plan Working Group met on Monday 23 September 2013 with the Managing Director. A new Corporate Plan is intended to be launched on 1 April 2014. The Working Group will meet in December / January to review progress with its development.	<b>TBC</b>
<b>05/09/13</b>	<p><b><u>Cambridgeshire Public Sector Asset Management Strategy</u></b></p> <p>A report seeking authority to progress work towards the creation of a publicly-owned Joint Venture to deliver the Making Assets Count Programme was considered by the Panel in October.</p> <p>The Panel recommended that the Cabinet should note the creation of a countywide publicly-owned joint venture and agreed that if any proposals were forthcoming, they should be fully 'costed' for consideration by the Panel.</p>	Further reports will be forthcoming in due course.		
<b>05/07/13</b>	<p><b><u>Economic Development</u></b></p> <p>The Huntingdonshire Economic Growth Plan 2013 to 23 was considered by the Panel. The Economic Development Manager was asked to give a further update on the marketing and implementation plans in due course.</p>			<b>06/03/14</b>

<p><b>02/11/11</b></p>	<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 meeting in November 2011.</p> <p>Little appears to be being done to develop an area approach to scrutinising the Local Enterprise Partnership. The Panel has suggested that the Chairman and the Chief Executive of the Local Enterprise Partnership should be invited to a future meeting of the Council to give a presentation on their business plan. In view of the decision by the Council programme meeting that there should be no headline debate at the Council meetings in December and February to allow adequate time for a discussion on the Council's budget, representatives from the Local Enterprise Partnership will be invited to attend the meeting in April.</p>	
<p><b>04/07/13</b></p>	<p><b><u>Communications and Marketing</u></b></p> <p>Agreed to establish a working group to undertake a study of marketing and communications. Councillors P G Mitchell, P D Reeve and T V Rogers have been appointed.</p>		<p>This review was put on hold because of the ongoing work on 'Facing the Future 2013'.</p>	<p><b>TBC</b></p>
<p><b>04/07/13</b></p>	<p><b><u>Shared Services</u></b></p> <p>Agreed to establish a working group to undertake a review of Shared Services.</p>		<p>This review was put on hold because this work is being undertaken through 'Facing the Future'.</p>	<p><b>TBC</b></p>

# Progress Report

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<b>04/07/13</b>	<u><b>Estates</b></u> A review of Estates will be pursued at a later date.		No further action at this time. The Panel to determine if and when this review should commence.	<b>TBC</b>
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## ACTION LOG

(Requests for information / other actions other than those covered within the Progress Report).

<u>Date of Request</u>	<u>Description</u>	<u>Response</u>
3/10/13	<ul style="list-style-type: none"> <li>❖ Scrutiny &amp; Review Manager to provide a copy of the Consultation &amp; Engagement Strategy to Councillor M F Shellens.</li> <li>❖ Scrutiny &amp; Review Manager to provide a copy of the Huntingdon West Masterplan to Councillors M F Shellens and S Cawley when it was available.</li> <li>❖ Scrutiny &amp; Review Manager to give further consideration as to how best to share the findings of the internal audit review of EDM with Members.</li> <li>❖ Head of Legal &amp; Democratic Services to circulate information as to the savings which had been generated at the Document Centre.</li> <li>❖ Head of Customer Services to establish whether there was any research regarding the impact of transferring customer contact online on adult health.</li> <li>❖ Head of Customer Services to convey suggestion regarding the accommodation requirements of the Huntingdon Registry Office to the Facilities Management Team.</li> <li>❖ Head of Customer Services to circulate a copy of the SOCITM report and provide details of those web pages on which the Council has the most hits.</li> <li>❖ Democratic Services to provide Councillor E R Butler with a copy of the report on the use of consultants which had been considered by the Employment Panel.</li> </ul>	<p>This will be considered by the Social Well-Being Panel in February 2014 and a copy will be provided to Councillor Shellens at this time.</p> <p>This will be considered by the Environmental Well-Being Panel in March 2014 and a copy will be provided to Councillors Cawley &amp; Shellens at this time.</p> <p>The matter has been raised with the Audit &amp; Risk Manager and will be considered by the Panel in January 2014.</p> <p>Facilities Team Manager has raised the issue with the County Council and will report back.</p> <p>The information was circulated by email to Panel Members on 7<sup>th</sup> November 2013.</p> <p>A copy of the report was emailed to Councillor Butler on 8<sup>th</sup> October 2013.</p>