

A meeting of the **OVERVIEW AND SCRUTINY PANEL (ENVIRONMENTAL WELL-BEING)** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, CAMBS, PE29 3TN** on **TUESDAY, 11 FEBRUARY 2014** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact  
(01480)**

### **APOLOGIES**

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

To approve as a correct record the Minutes of the meeting of the Panel held on 14th January 2014.

**Miss H Ali  
388006**

**2. MEMBERS' INTERESTS**

To receive from Members declarations as to disclosable pecuniary or other interests in relation to any Agenda Item. Please see Notes below.

**3. NOTICE OF KEY EXECUTIVE DECISIONS** (Pages 7 - 12)

A copy of the current Notice of Key Executive Decisions, which was published on 15th January 2014 is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**Mrs H Taylor  
388008**

**4. HUNTINGDONSHIRE DISTRICT COUNCIL CORPORATE PLAN 2014-16** (Pages 13 - 16)

To receive the Huntingdonshire District Council Corporate Plan 2014-16.

**H Thackray  
388035**

**5. EXCLUSION OF PRESS AND PUBLIC**

To resolve:-

that the press and public be excluded from the meeting because the business to be transacted contains exempt information relating to

- (a) the financial or business affairs of any particular person (including the authority holding that information); and
- (b) consultation of negotiations in connection with labour relation matters between the Council and its employees.

**6. FACING THE FUTURE** (Pages 17 - 38)

To receive a joint report from the Overview and Scrutiny Panels on the prioritised recommendations for savings and to approve a list of savings priorities prior to its submission to the Cabinet.

**S Couper  
388103**

*(Members of the Overview and Scrutiny Panels for (Social Well-Being) and (Economic Well-Being) have been invited to attend for this item).*

**7. RE-ADMITTANCE OF PRESS AND PUBLIC**

To resolve:-

to readmit the press and public to the meeting.

**8. WORK PLAN STUDIES** (Pages 39 - 40)

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

**Miss H Ali  
388006**

**9. OVERVIEW AND SCRUTINY PANEL (ENVIRONMENTAL WELL-BEING) - PROGRESS** (Pages 41 - 46)

To consider a report by the Head of Legal and Democratic Services on the Panel's programme of studies.

**Miss H Ali  
388006**

**10. SCRUTINY** (Pages 47 - 52)

To scrutinise decisions as set out in the Decision Digest and to raise any other matters for scrutiny that fall within the remit of the Panel.

Dated this 31 day of January 2014



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 Miss H Ali, Democratic Services Officer, Tel No: (01480) 388006/email: [Habbiba.Ali@huntingdonshire.gov.uk](mailto:Habbiba.Ali@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 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 (ENVIRONMENTAL WELL-BEING) held in the Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, Cambs, PE29 3TN on Tuesday, 14 January 2014.

PRESENT: Councillor G J Bull – Chairman.

Councillors M G Baker, K M Baker,  
Mrs M Banerjee, J W Davies, R S Farrer,  
D Harty, Ms L Kadic and Mrs D C Reynolds.

Mr D Hopkins – Co-opted Member.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors I C Bates and D A Giles.

### 60. MINUTES

The Minutes of the meetings of the Panel held on 4th and 10th December 2013 were approved as a correct record and signed by the Chairman.

### 61. MEMBERS' INTERESTS

No declarations of interest were received.

### 62. NOTICE OF KEY EXECUTIVE DECISIONS

The Panel considered and noted the current Notice of Key Executive Decisions (a copy of which is appended in the Minute Book) which had been prepared by the Leader of the Council for the period 1st January to 30th April 2014. In response to a question about the Huntingdon West Masterplan, it was confirmed that the document would provide a detailed design guide for sites identified within the Huntingdon West Area Action Plan. Having regard to the A14, the Assistant Director for Environment, Growth and Planning explained that this item might be brought forward from April to March 2014, but this was largely dependent on the Highways Agency determining how it would proceed with the next stage of the consultation.

### 63. RENEWAL OF GREAT FEN PROJECT COLLABORATION AGREEMENT

*(Councillor N J Guyatt, Executive Councillor for Strategic Housing and Planning, and Councillor D B Dew, Steering Group Member for the Great Fen Project, were in attendance for consideration of this item).*

With the aid of a report by the Assistant Director for Environment, Growth and Planning (a copy of which is appended in the Minute Book), the Panel gave consideration to a proposal to renew the Great Fen Project Collaboration Agreement, which was due to expire in

March 2014. Councillor N J Guyatt, Executive Councillor for Strategic Planning and Housing, outlined the aims of the Project when it was first initiated in the 1990s and its current objectives. He reported that the District Council was one of the five founding Partners alongside the Environment Agency, Middle Level Commissioners, Natural England and the Wildlife Trust.

Councillor D B Dew, Steering Group Member for the Great Fen Project, then explained the role of the Steering Group in governing the work of the Project and drew attention to the budget monitoring it undertook on a quarterly basis. One of the benefits of being involved in the Project was that it gave the Council the ability to provide technical expertise and guidance on a number of Project related matters, such as planning applications and the design of the new Visitors Centre.

In response to a question by a Member on what benefits the Project delivered to the District, the Assistant Director for Environment, Growth and Planning explained that it had brought a number of economic benefits including the creation of new agricultural jobs, enhanced levels of local contracting, increased volunteering opportunities and attracting visitors to the District. These trends were predicted to increase in the future.

In noting that the Council matched the funding provided by the four other founding Partners of the Project, the Panel was advised that this was utilised to fund the Great Fen Project Manager's post and to stage ad-hoc promotional/educational events. Peterborough City and Cambridgeshire County Councils were "observing Partners" on the Steering Group, but it was hoped that they both would provide the Project with funding in the future.

A brief discussion ensued on the Visitor Centre which would be developed during the life of the new agreement. In response to questions, it was confirmed that the Centre would be owned by the Wildlife Trust and that there would, therefore, be no financial risk to the Council.

Having expressed their support for the renewal of the Agreement and their wish to continue monitoring the development of the Project, it was

RESOLVED

that the Cabinet be recommended to approve the renewal of the Great Fen Project Collaboration Agreement for a further five year period.

**64. HUNTINGDONSHIRE STRATEGIC PARTNERSHIP GROWTH AND INFRASTRUCTURE THEMATIC GROUP**

*(Councillor N J Guyatt, Executive Councillor for Strategic Planning and Housing and Chairman of the Huntingdonshire Strategic Partnership - Growth and Infrastructure Thematic Group, was in attendance for this item).*

The Panel received and noted a report by the Planning Service Manager (Policy) (a copy of which is appended in the Minute Book), which provided an update on the work of the Huntingdonshire Strategic Partnership – Growth and Infrastructure Thematic Group. In his introductory remarks, Councillor N J Guyatt, Executive Councillor for Strategic Planning and Housing and Chairman of the Huntingdonshire Strategic Partnership – Growth and Infrastructure Thematic Group, reported that the Group's main role was to identify key infrastructure projects within the District and to recommend priorities for the allocation of Community Infrastructure Levy (CIL) funding for these projects to the Huntingdonshire Strategic Partnership Board and the Cabinet. As part of this work, the Group developed an Infrastructure Business Plan each year.

Members' attention was drawn to the difficulties experienced in recruiting a Town/Parish Council representative as a member of the Group. Attempts had previously been made through the Cambridgeshire and Peterborough Association of Local Councils; however, it remained a concern that no single individual would be able represent the views of the District's Towns and Parishes as a whole. In an attempt to resolve this issue the Executive Councillor for Strategic Planning and Housing would be writing to all Towns and Parishes requesting them to offer alternative solutions.

Following a question by a Member whether the Council had started receiving CIL receipts, it was reported that some funding had been received but that the effects of the transition from the Section 106 regime to CIL were still materialising. Greater levels of receipts from CIL were expected in future years.

The Panel was advised that appropriate governance arrangements were in place. In particular, a clear audit trail in respect of the procurement of infrastructure works had been established. Having confirmed that CIL funding was not site specific and could be utilised anywhere within the District, the Panel

RESOLVED

that the content of the report now submitted be noted.

## **65. FACING THE FUTURE**

The Chairman delivered an update on the Facing the Future process. The Overview and Scrutiny Chairmen and Vice-Chairmen had met on 18th December 2013 to review the complete list of potential savings and discuss the priorities that items might be accorded. Further meetings would be held on 9th and 16th January 2014. The Council's Chief Officer Management Team would be present at the latter meeting. It was noted that an informal Cabinet away-day had been arranged for late January 2014 to enable Executive Councillors to consider the outcome of the Panels' deliberations and their own priorities. Reports on progress would then be submitted to Overview and Scrutiny and to the Cabinet in February 2014.

In response to a question by a Member on whether details of the prioritisation process were available, the Chairman reported that this

was a collective exercise being undertaken with the other Overview and Scrutiny Panel Chairmen and Vice-Chairmen and that consensus had not been reached on the list of priorities. It was, therefore, premature to release any of the conclusions reached to date.

Members then challenged whether they would have sufficient involvement in the next phase of the process and requested an opportunity to comment on the proposed priority lists. It was confirmed that a report containing the priority lists would be submitted to the Panel at its February 2014 meeting in advance of its consideration by the Cabinet. Members expressed a wish to receive feedback from the Cabinet. The Assistant Director for Environment, Growth and Planning also confirmed that reports on specific proposals arising from the Facing the Future exercise would be submitted to the Overview and Scrutiny Panels at the appropriate time.

#### **66. WORK PLAN 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) which contained details of studies being undertaken by the Overview and Scrutiny Panels for Social Well-Being and Economic Well-Being.

#### **67. OVERVIEW AND SCRUTINY PANEL (ENVIRONMENTAL 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) which contained details of actions taken in response to recent discussions and decisions. A brief update was delivered on the development of a new Corporate Plan, which would be launched on 1st April 2014.

Having regard to the Tree Strategy and Design Principles for Future Development Working Groups, the Chairman indicated that he had sought an update from the Planning Service Manager (Policy) directly and that it was likely that meetings would be required in mid-March and May/June 2014 respectively to consider progress of matters within their remits. He further indicated that the Landscape Sensitivity to Wind Turbine Development – Draft Revised Supplementary Planning Document would be made available in April 2014.

In noting that reports on the whole system approach to waste would be submitted to the Panel in due course, the Executive Councillor for Environment stated that there was a desire amongst RECAP Member representatives for ongoing work to be expedited. A meeting to discuss how this might be achieved would be held on 7th February 2014.

Councillor Mrs L Kadic encouraged Town and Parish Council representatives to attend the consultation meetings being held on the Cambridgeshire Future Transport Initiative.

The Chairman proposed to remove Recycling in Flats from the work



programme because residents of some flats' inability to recycle waste materials was the result of inadequate provision within their buildings. This was the responsibility of the landlord and it was largely a Ward matter. As a way forward, it was suggested that the relevant Member should address his concerns directly to the Chief Executive of the relevant Registered Social Landlord. Following discussion, it was suggested that the matter could be revisited if there was evidence of a need to develop a policy to improve recycling in flats across the District.

**68. SCRUTINY**

The 140th Edition of the Decision Digest was received and noted.

Chairman

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**NOTICE OF EXECUTIVE KEY DECISIONS INCLUDING THOSE TO BE CONSIDERED IN PRIVATE**

**Prepared by** Councillor J D Ablewhite Miss Effe Chrisostomou  
**Date of Publication:** 15 January 2014  
**For Period:** 3 February 2014 to 31 May 2014

Membership of the Cabinet is as follows:-

Councillor J D Ablewhite	- Leader of the Council, with responsibility for Strategic Economic Development	3 Pettis Road St. Ives Huntingdon PE27 6SR Tel: 01480 466941 E-mail: <a href="mailto:Jason.Ablewhite@huntingdonshire.gov.uk">Jason.Ablewhite@huntingdonshire.gov.uk</a>
Councillor N J Guyatt	- Deputy Leader of the Council with responsibility for Strategic Planning and Housing	6 Church Lane Stibbington Cams PE8 6LP Tel: 01780 782827 E-mail: <a href="mailto:Nick.Guyatt@huntingdonshire.gov.uk">Nick.Guyatt@huntingdonshire.gov.uk</a>
Councillor B S Chapman	- Executive Councillor for Customer Services	6 Kipling Place St. Neots Huntingdon PE19 7RG Tel: 01480 212540 E-mail: <a href="mailto:Barry.Chapman@huntingdonshire.gov.uk">Barry.Chapman@huntingdonshire.gov.uk</a>
Councillor J A Gray	- Executive Councillor for Resources	Vine Cottage 2 Station Road Catworth PE28 OPE Tel: 01480 861941 E-mail: <a href="mailto:Jonathan.Gray@huntingdonshire.gov.uk">Jonathan.Gray@huntingdonshire.gov.uk</a>
Councillor R Howe	- Executive Councillor for Healthy and Active Communities	The Old Barn High Street Upwood Huntingdon PE26 2QE Tel: 01487 814393 E-mail: <a href="mailto:Robin.Howe@huntingdonshire.gov.uk">Robin.Howe@huntingdonshire.gov.uk</a>

Councillor T D Sanderson - Executive Councillor for Healthy and Active Communities	29 Burmoor Close Stukeley Meadows Huntingdon PE29 6GE  Tel: 01480 412135 E-mail: <a href="mailto:Tom.Sanderson@huntingdonshire.gov.uk">Tom.Sanderson@huntingdonshire.gov.uk</a>
Councillor D M Tysoe - Executive Councillor for Environment	Grove Cottage Maltings Lane Ellington Huntingdon PE28 0AA  Tel: 01480 388310 E-mail: <a href="mailto:Darren.Tysoe@huntingdonshire.gov.uk">Darren.Tysoe@huntingdonshire.gov.uk</a>

Notice is hereby given of:

- Key decisions that will be taken by the Cabinet (or other decision maker)
- Confidential or exempt executive decisions that will be taken in a meeting from which the public will be excluded (for whole or part).

A notice/agenda together with reports and supporting documents for each meeting will be published at least five working days before the date of the meeting. In order to enquire about the availability of documents and subject to any restrictions on their disclosure, copies may be requested by contacting Mrs Helen Taylor, Senior Democratic Services Officer on 01480 388008 or E-mail [Helen.Taylor@huntingdonshire.gov.uk](mailto:Helen.Taylor@huntingdonshire.gov.uk).

Agendas may be accessed electronically at [www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk).

Formal notice is hereby given under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that, where indicated part of the meetings listed in this notice will be held in private because the agenda and reports for the meeting will contain confidential or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. See the relevant paragraphs below.

Any person who wishes to make representations to the decision maker about a decision which is to be made or wishes to object to an item being considered in private may do so by emailing [Legal&DemServDemocratic@huntingdonshire.gov.uk](mailto:Legal&DemServDemocratic@huntingdonshire.gov.uk) or by writing to the Senior Democratic Services Officer. If representations are received at least eight working days before the date of the meeting, they will be published with the agenda together with a statement of the District Council's response. Any representations received after this time will be verbally reported and considered at the meeting.

**Paragraphs of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) (Reason for the report to be considered in private)**

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the Financial and Business Affairs of any particular person (including the Authority holding that information)
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations that are arising between the Authority or a Minister of the Crown and employees of or office holders under the Authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
6. Information which reveals that the Authority proposes:-
  - (a) To give under any announcement a notice under or by virtue of which requirements are imposed on a person; or
  - (b) To make an Order or Direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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
Service Delivery Options###	Cabinet	13 Feb 2014		Steve Couper, Assistant Director of Finance and Resources Tel No 01480 388103 or email Steve.Couper@huntingdonshire.gov.uk		J D Ablewhite	Economic Well-Being
Facing the Future - Suggested Priorities	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	All
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

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
Corporate Plan	Cabinet	13 Feb 2014		Howard Thackray, Policy and Strategic Services Manager Tel No 01480 388035 or email Howard.Thackray@huntingdonshire.gov.uk		J D Ablewhite	All
Local Plan to 2036 - Proposed Submission	Cabinet	20 Mar 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
Carbon Management Plan	Cabinet	20 Mar 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	20 Mar 2014		Chris Jablonski, Environment Team Leader Tel No. 01480 388368 or email Chris.Jablonski@huntingdonshire.gov.uk		D M Tysoe	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
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

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
Consultation and Engagement Strategy	Cabinet	10 Apr 2014		Louise Sboui, Senior Policy Officer Tel No. 01480 388032 or email Louise.Sboui@huntingdonshire.gov.uk		J D Ablewhite	Social Well-Being
Huntingdon and Godmanchester Market Town Transport Strategy	Cabinet	10 Apr 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
A14	Cabinet	10 Apr 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

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**OUR VISION**

Huntingdonshire District Council will continue to improve the quality of life for the people of Huntingdonshire and work towards sustainable economic growth whilst providing value for money services.

**STRATEGIC THEMES**

**A strong local economy**

**Enable sustainable growth**

**Working with our communities**

**A Customer focused and service led council**

**AIMS**

- Support enterprise
- Successful delivery of the Alconbury Enterprise Zone
- Work with others to improve strategic infrastructure
- Promote Inward investment
- Support the skills levels that aid economic prosperity

- Enable an adequate supply and mix of new and affordable housing to meet future needs.
- Promote sustainable, economical & residential development opportunities in and around the market towns
- Protect and improve our built and green environment
- Having the right policies in place & making the right decisions

- Maximise benefits to the community from new developments
- Achieve a low level of homelessness
- Build constructive relationships with all our partners in order to adopt multi agency problem solving approaches
- To undertake meaningful consultation, being open, transparent and accessible

- Robust business processes
- Make our services accessible to all
- Good financial management
- Making our assets count
- Workforce Development
- Efficient Internal Processes
- Effective communications

**OUTCOMES**

Make Huntingdonshire a better place to live, work and invest

Delivery of new jobs and suitable appropriate housing with minimum impact on our environment

Enhanced community & stakeholder engagement

Provide value for money services

Theme/Aim	Key activity (these are some of the types of activities which will be used to measure impact/delivery)	O & S Panel	Executive Portfolio
<b>A strong local economy</b> <ul style="list-style-type: none"> <li>Support enterprise</li> </ul>	<ul style="list-style-type: none"> <li>Business support programme for those considering starting own business</li> <li>Deliver programme of themed business information events</li> <li>Advise and consult board of BID Huntingdon</li> <li>Hunts Business Awards – sponsorship, steering group, judging, table and leader’s speech at event.</li> <li>Dedicated advice service for business growth</li> </ul>	Economic Well-Being	Strategic Economic Development and Legal
<ul style="list-style-type: none"> <li>Successful delivery of the Alconbury Enterprise Zone</li> </ul>	<ul style="list-style-type: none"> <li>Support for funding applications (writing, monitoring, accountable body)</li> <li>Target sector promotion (editorial representation and attendance at events relevant to target sectors to promote inward investment, business relocation)</li> <li>Lead the EZ delivery strategy</li> </ul>	Economic Well-Being	Strategic Economic Development and Legal
<ul style="list-style-type: none"> <li>Work with others to improve strategic infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Supporting Partners- Connecting Cambridgeshire for superfast broadband</li> <li>A14 Steering Group</li> <li>Great Fen project – establish socio economic impact and opportunities for enterprise</li> <li>Joint working with infrastructure providers</li> </ul>	Economic Well-Being	Strategic Economic Development and Legal
<ul style="list-style-type: none"> <li>Promote Inward investment</li> </ul>	<ul style="list-style-type: none"> <li>Target sector promotion (editorial and events)</li> <li>Develop stand alone web site and brochure to encourage inward investment enterprise relocation to the district</li> </ul>	Economic Well-Being	Strategic Economic Development and Legal
<ul style="list-style-type: none"> <li>Support the skills levels that aid economic prosperity</li> </ul>	<ul style="list-style-type: none"> <li>facilitate EZ skills strategy group</li> <li>Develop links between businesses and schools</li> </ul>	Economic Well-Being	Strategic Economic Development and Legal

	<ul style="list-style-type: none"> <li>Grassroots project – Oxmoor/Alconbury pathways to employment, coordination of HDC participation, financial contribution and Oxmoor project determination.</li> <li>Sponsorship and board representation for Young Enterprise</li> <li>Workclubs</li> </ul>		
<p><b>Enable sustainable growth</b></p> <ul style="list-style-type: none"> <li>Enable an adequate supply and mix of new and affordable housing to meet future needs.</li> </ul>	<ul style="list-style-type: none"> <li>Allocating sufficient land to meet objectively assessed need.</li> <li>Influencing developers to provide a mix of houses to meet the needs for a range of incomes, household types and sizes.</li> <li>Maximising the opportunities available for new affordable housing.</li> <li>Using Council assets to support delivery</li> </ul>	Env Well-being	Strategic Planning Housing Estates
<ul style="list-style-type: none"> <li>Promote sustainable, economical &amp; residential development opportunities in and around the market towns</li> </ul>	<ul style="list-style-type: none"> <li>Investing in and drawing down funding for infrastructure, land and facilities to enable development</li> <li>Development of local plan strategies</li> <li>Development of town centre regeneration plan</li> </ul>	Env Well-being	Strategic Planning Housing Estates
<ul style="list-style-type: none"> <li>Protect and improve our built and green environment</li> </ul>	<ul style="list-style-type: none"> <li>Minimising the development of greenfield land</li> <li>Conserving our heritage assets</li> </ul>	Env Well-being	Environment
<p><b>Working with our communities</b></p> <ul style="list-style-type: none"> <li>Maximise benefits to the community from new developments</li> </ul>	<ul style="list-style-type: none"> <li>Development of CIL governance regime</li> <li>Establish procedures for community focused engagement.</li> <li>Increase in usage and membership arising from investment</li> </ul>	Economic Well-Being	Strategic Planning and Housing
<ul style="list-style-type: none"> <li>Achieve a low level of homelessness</li> </ul>	<ul style="list-style-type: none"> <li>Deliver services to help prevent homelessness where possible or alleviate homelessness where not.</li> <li>Enable and deliver affordable housing schemes.</li> </ul>	Social Well-Being	Customer Services Estates Housing
<ul style="list-style-type: none"> <li>Build constructive relationships with all our partners in order to adopt multi agency problem solving approaches</li> </ul>	<ul style="list-style-type: none"> <li>Working with our partners the community and voluntary sectors to deliver required outcomes</li> <li>Fulfilling our duty to co-operate</li> </ul>	Social Well-Being	Executive Leader & Deputy Executive Leader
<ul style="list-style-type: none"> <li>To undertake meaningful</li> </ul>		Economic Well-	Executive Leader & Deputy

consultation, being open, transparent and accessible	<ul style="list-style-type: none"> <li>Ensuring information and advice is available and accessible.</li> </ul>	Being	Executive Leader
<b>A business like Council</b> <ul style="list-style-type: none"> <li>Make our services accessible to all</li> </ul>	<ul style="list-style-type: none"> <li>Enabling access to facilities and opportunities for leisure, sport, community, voluntary and other activities</li> <li>Implement customer strategy and introduce lean processes</li> <li>Widen appeal of centres to encourage increased participation</li> </ul>	Economic Well-Being	Customer Services
<ul style="list-style-type: none"> <li>Good financial management</li> <li>Making our assets count</li> </ul>	<ul style="list-style-type: none"> <li>Producing accurate financial plans and accounts which are regularly reviewed</li> <li>Maintaining clear funding, reserves and borrowing plans</li> <li>Clear direction and focus on taking One Leisure into sustainable profit</li> <li>Commercially managed estates and investment portfolio</li> </ul>	Economic Well-Being	Resources
<ul style="list-style-type: none"> <li>Workforce Development</li> </ul>	<ul style="list-style-type: none"> <li>Training and developing employees</li> </ul>		
<ul style="list-style-type: none"> <li>Efficient Internal Processes</li> </ul>	<ul style="list-style-type: none"> <li>Efficient use of the Council's resources</li> <li>Streamlining internal systems, connecting with others where possible</li> </ul>		
<ul style="list-style-type: none"> <li>Effective communications</li> </ul>	<ul style="list-style-type: none"> <li>Ensuring regular and effective communication internally with employees and externally with local residents and businesses about our services</li> <li>Improved communication via web and mobile applications to encourage easier interaction with council leisure facilities</li> </ul>		

# Agenda Item 6

By virtue of paragraph(s) 3, 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

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of the Local Government Act 1972.

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**ONGOING STUDIES**

STUDY	OBJECTIVES	PANEL	STATUS	TYPE
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 and Chief Officers Management Team. Due to be presented to the Panel and Cabinet in April 2014.	Working Group
Economic Development	To be determined.	Economic Well-Being	<p>The Huntingdonshire Economic Growth Plan 2013 to 2023 was considered by the Panel in July 2013.</p> <p>The Economic Development Manager will attend a future meeting to provide an update on the marketing and implementation plans.</p>	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. Report awaited.	Working Group.

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 June 2014 meeting.	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 being arranged to consider the End of Life Pathway – details to be confirmed.	Working Group
Communications & Marketing	To be determined.	Economic Well-Being	This review has been put on hold pending the outcome of the Cabinet's deliberations on the 'Facing the Future' programme.	Working Group
Shared Services	To be determined.	Economic Well-Being	This review has been put on hold pending the outcome of the Cabinet's deliberations on the 'Facing the Future' programme.	Working Group
Estates	To be determined.	Economic Well-Being	This review has been put on hold pending the outcome of the Cabinet's deliberations on the 'Facing the Future' programme.	To be confirmed.

Panel Date	Decision	Action	Response	Date
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15/05/13	<b><u>Corporate Plan</u></b>			
	Councillors G J Bull and Mrs L Kadić have been appointed to the Corporate Plan Working Group.	Number of meetings of the Corporate Plan Working Group held to develop the Delivery Plan.	Corporate Plan to be launched on 1st April 2014. <b>This item appears elsewhere on the Agenda.</b>	11/04/14

13/7/10 8/3/11 12/10/11 8/11/11  12/03/13  14/01/14	<b><u>Great Fen Project</u></b>			
	The Panel attended tours of the Great Fen. Latest visit undertaken on 1st October 2012.	Updates on the progress of the project to be presented to the Panel at 6 monthly intervals.		
	Copy of the Socio-Economic study presented to Panel.	Site visits and information reports will be provided to the Panel as the Great Fen Project develops.	Site visit held on 17th September 2013.	
	<b>Great Fen Project Collaboration Agreement endorsed by Panel and Cabinet for renewal for a further 5 year period.</b>			

14/09/10  11/09/12	<b><u>Tree Strategy</u></b>			
	To form a strategy in conjunction with the Tree Officers for the retention and planting of trees.	A series of Working Group meetings have been held comprising Councillors M G Baker, Mrs M Banerjee and J W Davies.		
	Councillor J W Davies updated the Panel on progress made towards completion of the Tree Strategy.	Arboricultural Officer advised that he is working with consultants to finalise the Tree Strategy and that the first draft is with him for review.	<b>Draft Strategy completed at end of February. Meeting of the Working Group to be convened mid-March with the final Strategy appearing before the Panel in June/July 2014.</b>	17/06/14 15/07/14

Panel Date	Decision	Action	Response	Date
<p><b>9/04/13</b></p> <p><b>11/06/13</b></p> <p><b>10/09/13 &amp; 8/10/13</b></p>	<p><b><u>Whole Waste System Approach</u></b></p> <p>Panel received an update on progress with the RECAP Waste Partnership. The Panel has endorsed, in principle, the whole system approach, a business case for which is expected to be delivered to the Panel in the Autumn.</p> <p>In considering the Panel's work programme, Panel agreed that it may be necessary to reconvene the Waste Collection Working Group when consideration is given to the whole waste system approach. The Working Group comprises Councillors M G Baker, G J Harlock and C R Hyams.</p> <p>Reports on Joint Materials Recycling Facility Procurement were considered by the Panel which forms part of the whole waste project. Further reports are expected to be submitted to the Panel in due course.</p>	<p>Head of Operations acknowledged the Panel's request for the report prior to its submission to the Cabinet.</p>		
<p><b>6/01/12</b></p> <p><b>11/09/12</b></p>	<p><b><u>Design Principles for Future Developments</u></b></p> <p>First meeting of the Working Group held where Councillor Mrs M Banerjee was appointed rapporteur. It was agreed that the Working Group needed an overview of the site from a Planning Officer, followed thereafter by a site visit.</p> <p>The Panel considered the report of the Working Group which outlined its findings to date.</p>	<p>Working Group met with the Assistant Director for Environment, Growth and Planning on 26<sup>th</sup> January 2012 to receive an overview of the Loves Farm site. Site visit held on 2<sup>nd</sup> March 2012 followed by a de-brief on 21<sup>st</sup> March 2012 and a meeting on 1<sup>st</sup> June 2012.</p> <p>Meeting with the Urban Design, Trees and Landscape Team Leader was held on 5th October 2012 to discuss aspects of the Design Guide in more detail. Officers met with consultants in January 2013 to discuss the matter further.</p>	<p>The Working Group has considered a report by the Urban Design, Trees and Landscape Team Leader analysing the results of the 'Building for Life' assessments which were completed on the site visit. The Working Group will begin to draft their final report.</p> <p><b>Production of a comprehensive Design Guide is in progress. Meeting of the Working Group to be convened in May/June 2014.</b></p>	<p><b>TBC</b></p>

Panel Date	Decision	Action	Response	Date
<p><b>15/01/13</b></p> <p><b>18/07/13</b></p>	<p><b><u>Landscape Sensitivity to Wind Turbine Development Draft Revised Supplementary Planning Document</u></b></p> <p>Panel were provided with an opportunity to comment on the draft revised Wind Power SPD which was undergoing consultation. The Panel has expressed their concerns over a number of matters including the impact of cumulative developments upon the District, the absence of any limits set on the proximity of turbines to dwellings and the group size proposed for large scale developments. With regard to the latter, the Panel is of the view that 24 turbines on one site is not an appropriate policy to adopt for Huntingdonshire. Additionally, the Panel has requested for point (e) of the guidance to be reconsidered in respect of Ouse Valley area's landscape as it was felt that this required further clarification.</p> <p>A further opportunity to comment on the Wind Turbine Development Draft Revised SPD was provided. The Panel is still concerned over the group sizes proposed. Concerns also remain over the absence of separation distances between developments and made a suggestion that explicit reference to the terms "adverse visual impact" and "material harm" is incorporated within the planning policy framework. The Panel also has suggested that the Cumulative Landscape and Visual Impacts of Wind Turbines in Huntingdonshire document should be subjected to a separate public consultation exercise.</p>	<p>Comments have been forwarded to the Assistant Director for Environment, Growth and Planning who advised that he would include Members views as part of the consultation.</p> <p>Panel's views were conveyed to the Cabinet at their meeting in July 2013. Cabinet agreed with the Panel's recommendations.</p>	<p>A further report on Wind Turbines Supplementary Planning Document will be submitted to the Panel in <b>April 2014</b>.</p>	<p><b>8/04/14</b></p>
<p><b>14/01/14</b></p>	<p><b><u>Facing the Future</u></b></p> <p>Panel received a brief update on the Facing the Future process following the various strategic service reviews undertaken by the Overview and Scrutiny Panels in November and December 2013.</p>	<p>A joint report from the Overview and Scrutiny Panels will be presented to the Panel and the Cabinet in February 2014 outlining the complete list of potential savings and the priorities accorded.</p>	<p>This item appears elsewhere on the Agenda.</p>	<p><b>11/02/14</b></p>

Panel Date	Decision	Action	Response	Date
<p><b>10/07/12 &amp; 9/04/13</b></p> <p><b>11/06/13</b></p>	<p><b><u>Rural Transport</u></b></p> <p>Report received on Transport for Cambridgeshire. A number of comments have been made and were conveyed to the Cabinet. The Panel wishes to review the provision of transportation in rural areas and has requested sight of the final report to be submitted to them at a future meeting.</p> <p>Councillor Mrs L Kadić appointed as the Panel's representative on the Cambridgeshire Future Transport Initiative.</p>	<p>Outcome of the County Council's Overview and Scrutiny Committee on 27th March 2013 reported to Members where discussion took place on Cambridgeshire Future Transport.</p> <p><b>Consultation meeting being held by the Cambridgeshire Future Transport Initiative. Town and Parish Council representatives were encouraged to attend.</b></p>	<p>Further updates to be delivered in due course.</p>	<p><b>TBC</b></p>
	<p><b><u>Notice of Key Executive Decisions</u></b></p> <p><b>A14</b></p> <p>Awaiting Government announcement. Update expected in shortly.</p> <p><b>Huntingdon West Masterplan</b></p> <p>Panel requested sight of the report prior to its submission to the Cabinet.</p> <p><b>Local Plan to 2036 – Proposed Submission</b></p> <p>Panel will have sight of the report prior to its submission to the Cabinet.</p> <p><b>Carbon Management Plan</b></p> <p>Panel will have sight of the report prior to its submission to the Cabinet.</p>	<p>Assistant Director for Environment, Growth and Planning aware of Panel's interest in subject matter.</p> <p>Request submitted to the Assistant Director for Environment, Growth and Planning.</p> <p>Request submitted to the Assistant Director for Environment, Growth and Planning.</p> <p>Request submitted to the Service Manager, Environmental Manager.</p>	<p>Update expected in April 2014.</p> <p>Report expected March 2014.</p> <p>Report expected <b>March 2014</b>.</p> <p>Report expected March 2014.</p>	<p><b>1/04/14</b></p> <p><b>11/03/14</b></p> <p><b>11/03/14</b></p> <p><b>11/03/14</b></p>

Panel Date	Decision	Action	Response	Date
	<p><b>Green Deal</b></p> <p>Panel will have sight of the report prior to its submission to the Cabinet.</p>	Request submitted to the Service Manager, Environmental Manager.	Report expected March 2014.	<b>11/03/14</b>
	<p><b>Huntingdonshire Infrastructure Business Plan</b></p> <p>Panel will have sight of the report prior to its submission to the Cabinet.</p>	Request submitted to the Assistant Director for Environment, Growth and Planning.	Report expected March 2014.	<b>11/03/14</b>
	<p><b>Huntingdon and Godmanchester Market Town Transport Strategy</b></p> <p>Panel will have sight of the report prior to its submission to the Cabinet.</p>	Request submitted to the Assistant Director for Environment, Growth and Planning.	Report expected <b>April 2014</b> .	<b>8/04/14</b>
45 14/1/14	<p><b><u>Huntingdonshire Strategic Partnership (HSP)</u></b></p> <p>The Panel has a legal duty to scrutinise the work of the HSP, with the following thematic group falling within the Panel's remit:-</p> <p><b>Growth and Infrastructure</b></p> <p>Panel apprised with details of thematic group and its role in identifying key infrastructure projects and in recommending priorities for the allocation of Community Infrastructure Levy funding.</p>		Next update expected January 2015.	<b>13/1/15</b>

**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>
	<i>None identified at present.</i>	

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## Decision Digest

Edition 141

**Monthly summary of the decisions taken at meetings of the Council, Cabinet, Overview & Scrutiny and other Panels for the period 2nd to 28 January 2014.**

### **REDESIGN OF MENTAL HEALTH SERVICES**

The Overview and Scrutiny Panel (Social Well-Being) received a presentation from representatives of Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) and Cambridgeshire and Peterborough NHS Foundation Trust on local mental health services in Huntingdonshire following a redesign of the service in 2011/12.

A number of questions were raised and responded to at the meeting. Details of the service user group, a list of voluntary organisations commissioned by the CCG, the number of Huntingdonshire patients admitted within acute facilities, a précis of the types of referrals made by GPs to the Advice and Referral Centre and the performance statistics for the Centre in its first few months of operation are to be made available to Members outside of the meeting.

Representatives of the service user group are to be invited to attend a future Panel meeting. This will enable Members to gain an understanding of local residents' experience of mental health services.

### **PROCUREMENT OF OLDER PEOPLE'S PROGRAMME**

An update on the procurement exercise currently being undertaken on the Older People's programme was presented to the Overview and Scrutiny Panel

(Social Well-Being). Concerns still exist over the tight timescales proposed and the absence of any elected Member representation from the procurement process.

Questions were raised over the quality of the services to be provided. Other matters discussed included the need to ensure that the successful bidder will meet local need, the transformation of primary care services, the added social value that the procurement will bring to the community and the role of the voluntary sector in the procurement process.

As the Council's representative on the procurement exercise, the views of the Head of Environmental and Community Health Services will be requested on the best way of providing further feedback to the Panel on the procurement exercise.

### **RECONNECTIONS POLICY FOR HOMELESS PEOPLE WITH NO LOCAL CONNECTION**

The Overview and Scrutiny Panel (Social Well-Being) has endorsed the content of a Reconnections Policy for Homeless People with No Local Connection. The policy formalises the practices already undertaken by the Council in its homeless prevention work. Assurances were given that homeless individuals were not being displaced into other local authority areas and that they were not being reconnected with friends and family against their will.

Subsequently, the Cabinet has approved the content of the policy.

### **DISCHARGING A HOMELESSNESS DUTY THROUGH THE PRIVATE RENTED SECTOR**

The content of a policy which allows the Council to end its “duty” to a household accepted as homeless by making an offer of suitable private rented sector accommodation was endorsed by the Overview and Scrutiny Panel (Social Well-Being). These powers were introduced under the Localism Act 2011.

Subsequently, the Cabinet has approved the content of the policy.

### **CAMBRIDGESHIRE ADULTS, WELLBEING AND HEALTH OVERVIEW AND SCRUTINY COMMITTEE**

Councillor J W G Pethard has updated the Overview and Scrutiny Panel (Social Well-Being) on matters currently being considered by the Cambridgeshire Adults, Well-Being and Health Overview and Scrutiny Committee which include the Adult Social Care, Older People and Mental Health Services Business Plans, an update on the Commissioning of Older People’s Services and Sheltered Housing at Langley Court and Langley Close, St Ives.

### **FACING THE FUTURE**

The Overview and Scrutiny Panels have received an update from the Scrutiny Chairmen on the Facing the Future process. Joint Chairmen met on 18th December to review the complete list of potential savings and the priorities which were accorded. Further meetings were held on 9th and 16th January. Separately, the Cabinet has

held an informal Away Day to consider their own approach to the Panels’ deliberations. A report will be submitted to Overview and Scrutiny and Cabinet in February for further discussion.

### **LOCAL GOVERNMENT SHARED SERVICES**

The Overview and Scrutiny Panel has received a presentation on Local Government Shared Services (LGSS) to which all Members of the Council were invited. The presentation was provided by LGSS’ Directors of Law, Property & Governance and IT Services.

As part of the presentation, information was provided on the scope and services of LGSS, their customers and partners and the work which was ongoing to develop a business Case for sharing Information Technology and Legal Services with the District Council.

Members were given the opportunity to ask questions and these were responded to at the meeting.

### **RENEWAL OF GREAT FEN PROJECT COLLABORATION AGREEMENT**

The Overview and Scrutiny Panel (Environmental Well-Being) has supported the renewal of the Great Fen Project Collaboration Agreement for a further 5 year period. Members noted the economic benefits the Project brings to the District and have expressed their satisfaction with the role of the Steering Group in governing the work of the Project.

Having been advised of the Panel’s views, the Cabinet has approved the renewal of the Agreement for a further 5 years, after which time the Council’s involvement in the project will be reviewed.

### **HUNTINGDONSHIRE STRATEGIC PARTNERSHIP GROWTH AND INFRASTRUCTURE THEMATIC GROUP**

An update on the work of the Huntingdonshire Strategic Partnership – Growth and Infrastructure Thematic Group was reported to the Overview and Scrutiny Panel (Environmental Well-Being). The Group's main role is to identify key infrastructure projects within the District and to recommend priorities for the allocation of Community Infrastructure Levy (CIL) funding for these projects to the Huntingdonshire Strategic Partnership Board and the Cabinet. The Panel has discussed the difficulties in securing a Town/Parish Council representative on the Group, whether the Council was already in receipt of CIL funding from developers and the governance arrangements in place for the bidding process.

### **STREET NAMING AND NUMBERING – IMPLEMENTATION OF CHARGES**

The Cabinet has approved the introduction of charging for Street Naming and Numbering services. From 1st April 2014 the renaming of an existing street will be charged at £250 per street plus £10 per affected property and a name change for an existing property will be £50. The charges will be reviewed in 12 months.

### **PAY REVIEW FRAMEWORK**

The Cabinet has approved a new pay model for all Council employees which will be implemented from 1st April 2014. The model will replace an existing scheme which is regarded as not being financially sustainable and inequitable leaving the Council at risk of equal pay claims. The Managing Director has been authorised, in

consultation with the Executive Leader, to implement the necessary changes to individual's pay and grading arrangements. The changes will effect all 692 permanent employees of the Council with 42.3% enduring a pay reduction and 57.5% experiencing a neutral impact or an increase in salary. Staff will have the right of appeal against their grading and provision has been made for pay protection of 3 months full pay or 6 months half if the employee prefers.

The Cabinet also approved the removal of Essential User Allowance for Senior Managers and attendance allowances for certain operations staff with effect from 1st April 2014.

Whilst the changes will result in an additional cost in 2014/15 of £184k, savings will follow in subsequent years rising to £452k by 2020/21. However, when compared to the current budget provision, there will be a saving of £776k in 2014/15 rising to £2,017k in 2020/21.

### **STAFF TURNOVER - IMPACT ON DEVELOPMENT MANAGEMENT SERVICE**

The Development Management Panel has been advised of the action proposed to ensure continued delivery of the Development Management Service in the period pending appointment to four posts which are to become vacant before March 2014. The arrangements include a temporary variation to the Panel's scheme of delegation which will enable Development Management Officers to determine, within prescribed criteria, certain types of application including householder development, change of use, advertisement and listed building consent where there have been either no objections or letters of support. The Panel has been assured that the Executive Councillor for Planning &

Housing Strategy and its Chairman will continue to monitor the situation.

### **REFUNDS OF PLANNING APPLICATION AND RESERVED MATTERS APPLICATION FEES**

The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) (Amendment) Regulations 2013 which came into force on 1st October 2013 requires the repayment of any fee paid in respect of an application for planning permission or approval of reserved matters if the local planning authority has failed to determine the application within 26 weeks of a valid application being received. This requirement can be waived if the applicant and the planning authority has agreed, in writing, that the application can be determined within an extended period.

Although the majority of applications are determined in less than 26 weeks, the Development Management Panel has noted that procedures have been put in place to manage a situation where the District Council has been unable to determine a matter within the timescale through no fault of its own. In these circumstances, the Panel has noted that future reports to them might seek authority to extend the period for determination or require the completion of a Section 106 Agreement, for example, within a prescribed timescale.

### **DEVELOPMENT APPLICATIONS**

At the January meeting, the Development Management Panel determined nine applications for principally minor development of which eight were approved and one refused.

### **HACKNEY CARRIAGE AND PRIVATE HIRE LAW REFORMS**

The Licensing and Protection Panel has been informed of a review being carried out by the Law Commission on behalf of the Government into hackney carriage (taxi) and private hire licensing. The review, which was recommended by the House of Commons Transport Select Committee following a high court challenge involving cross border leasing, involved a four month consultation.

Although an interim statement setting out the key decisions was published in April 2013, the final report and draft Bill is not expected until 2014 and until further information is released a full assessment of the revenue and resource implications cannot be made.

### **DRIVING STANDARDS AGENCY – DRIVER TESTING**

The Licensing and Protection Panel has been updated on the significant improvement in the waiting times for Driving Standards Agency (DSA) testing in recent months. The Panel had asked to be updated on the situation following complaints from operators in early 2013 following the Panel's decision to transfer driver testing for hackney carriage and private hire driver's from in house to the nationally recognised tests. Members were advised that in both Cambridge and Bedford the waiting time for tests had been reduced to within a week.

### **MOBILE HOMES ACT 2013**

The Licensing and Protection Panel has authorised the Head of Environmental Health Services after consultation with the Chairman and Vice Chairman of the Panel to determine and publish a fees policy, issue licences and enforce the provisions of the Mobile Homes Act 2013 as appropriate.

The Act which amends the Caravan Sites and Control of Development Act 1960, the Caravan Sites Act 1968 and the Mobile Homes Act 1983 was considered necessary because the previous law was ineffective and outdated. The requirements regarding site rules provide for greater transparency on pitch reviews and aims to address sale blocking and poor site conditions.

The Act came into effect on 26 May 2013 and enforcement of the new licensing regime will commence on 1 April 2014.

## **THE FOOD SAFETY AND HYGIENE (ENGLAND) REGULATIONS 2013**

The Licensing and Protection Panel has provided the Head of Environmental Health Services with the appropriate authority to enforce the provisions of and initiate prosecutions under the Food Safety and Hygiene (England) Regulations 2013.

The Regulations are the amalgamation of two national Statutory Instruments (SIs) covering food safety and food hygiene. The changes, which will not result in any new powers or duties for the Authority, were brought about following concerns raised by food businesses that it can be difficult to find food safety law and food hygiene law relevant to them.

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