

A meeting of the **CABINET** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **THURSDAY, 11 SEPTEMBER 2014** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

APOLOGIES

(
Contact
(01480)

1. MINUTES (Pages 1 - 8)

To approve as a correct record the Minutes of the meeting of Cabinet held on 17th July 2014.

Mrs H J Taylor
388008

2. MEMBERS' INTERESTS

To receive from Members declarations as to disclosable pecuniary or other interests in relation to any item. See Notes below.

3. CORPORATE PLAN PERFORMANCE (Pages 9 - 34)

To receive a report from the Corporate Office containing details of the Council's performance against its priority objectives.

A Dobbyne
388100

4. GREEN HOUSE PROJECT - SALE OF HOUSES (Pages 35 - 40)

To receive a report from the Environment Team Leader seeking approval for the sale of the two Green House project houses in St Neots.

C Jablonski
388368

5. EXCLUSION OF PRESS AND PUBLIC

To resolve:-

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

6. SALE OF LAND, ST. MARY'S STREET (Pages 41 - 46)

To consider a report by the Projects and Assets Manager.

C Allen
388368

Dated this 3 day of September 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.

Non-Statutory Disclosable Interests

(4) *If a Member has a non-statutory disclosable interest then you are required to declare that interest, but may remain to discuss and vote providing you do not breach the overall Nolan principles.*

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

(c) it relates to or is likely to affect any body –

- (i) exercising functions of a public nature; or
- (ii) directed to charitable purposes; or
- (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a Member or in a position of control or management.

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 H Taylor, Senior Democratic Services Officer, Tel No. 01480 388008/e-mail Helen.Taylor@huntingdonshire.gov.uk /e-mail: 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 Cabinet.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the District Council's website – www.huntingdonshire.gov.uk (under Councils and Democracy).

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

Emergency Procedure

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

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CABINET held in the Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Thursday, 17 July 2014.

PRESENT: Councillor J D Ablewhite – Chairman.
Councillors B S Chapman, D B Dew, J A Gray, R B Howe, T D Sanderson and D M Tysoe.

IN ATTENDANCE: Councillors J W Davies, R Fuller, R Harrison and Ms L Kadic.

24. MINUTES

The Minutes of the meeting of the Cabinet held on 10th July 2014 were approved as a correct record and signed by the Chairman.

25. MEMBERS' INTERESTS

No declarations were received.

26. BUDGET MONITORING 2014/15 REVENUE AND CAPITAL

Consideration was given to a report by the Head of Resources (a copy of which is appended in the Minute Book) highlighting the emerging variations to the approved 2014/15 revenue and capital budgets. The report had been considered by the Overview and Scrutiny Panel (Economic Well-Being) whose comments were relayed to the Cabinet.

It was reported that the New Homes Bonus for 2015/16 would be based on the increase in houses in the year ending September 2014. Members were encouraged to note that the Council was currently ahead of its profiled new-homes target which would equate to a gain on 2015/16 NHB receipts of £168,000.

Having been advised that a further report on the outcome of an audit review into the Huntingdon Multi-Storey Car Park and the One Leisure St Ives redevelopment would be presented to a future meeting, it was

RESOLVED

that the forecast variations to the approved budgets, detailed in the report now submitted, be noted.

27. 2013/14 TREASURY MANAGEMENT ANNUAL REPORT

With the aid of a report by the Head of Resources (a copy of which is appended in the Minute Book) the Cabinet considered the Council's treasury management activities for the year ending 31st March 2014.

In accordance with the Chartered Institute of Public Finance and Accountancy's Treasury Management Code of Practice, Executive Councillors received the views of the Overview and Scrutiny Panel (Economic Well-Being) on the matter.

Having acknowledged that the Council had performed well with regard to the returns it had achieved on its investment in the year, the Cabinet

RECOMMEND

that Council receives the Treasury Management Annual Report 2013/14.

28. CAMBRIDGESHIRE HOME IMPROVEMENT AGENCY - 2 YEAR REVIEW

Further to Minute No.13/14, a report by the Housing Strategy Manager (a copy of which is appended in the Minute Book) was submitted summarising the outcome of a review of the Home Improvement Agency (HIA) Service with Cambridge City and South Cambridgeshire District Councils following its second year of operation, the demand for Disabled Facilities Grants and the implications of the Governments Better Care Fund. The report had been considered by the Overview and Scrutiny Panel (Social Well-Being) whose comments were relayed to the Cabinet.

By way of background, Members were reminded that the establishment of the shared service was the first to be introduced by the Council. Whilst there had been some problems, experienced in the first year of operation, the service was now operating as intended and had met its aims and objectives. A major part of the service is the administration of Disabled Facilities Grants. In acknowledging the role these grants have in helping people live independently, Executive Councillors have stressed that the cost of these improvements should be monitored with a view to keeping costs to a minimum whilst delivering an efficient and effective service. Members also concurred with the Overview and Scrutiny Panel that smaller local firms should be encouraged to tender for such work.

In considering a proposal to broaden the shared service to include the other districts within Cambridgeshire, Executive Councillors felt that its expansion would deliver further efficiencies and benefits for commissioners and customers. Given that the current three year service agreement expires in March 2015 and would need to be extended whilst the countywide service was being developed, the Cabinet

RESOLVED

- (a) that the contents of the report be noted and Officers be granted permission to work up an outline Business Case for expansion to a County-Wide service, after consultation with the Executive Councillor for Planning and Housing Strategy and subject to the final agreement

being submitted to a future meeting of the Cabinet for consideration;

- (b) that the current Shared Service Agreement be extended by a further 12 months to 31st March 2016; and
- (c) that Officers be requested to report further to Members after the Cambridgeshire Housing Improvement Agency has operated for three years.

29. CAMBRIDGESHIRE LONG TERM TRANSPORT STRATEGY & LOCAL TRANSPORT PLAN 3 REFRESH

By means of a report by the Head of Development (a copy of which is appended in the Minute Book) the Cabinet were acquainted with progress being made with the development of a Long Term Transport Strategy (LLTS) for Cambridgeshire and the delivery of the key elements of the Cambridgeshire Local Transport Plan (LTP3).

Members were advised that the draft LLTS seeks to provide an integrated network enabling efficient and reliable travel across Cambridgeshire and beyond. The Strategy has been developed to support project growth in all emerging Local Plans and includes Action Plans for setting out key infrastructure requirements.

Particular attention was drawn to schemes planned for public sector delivery in the period 2014 to 2021 which includes proposals for Huntingdon, St Ives and St Neots together with proposed rail service improvements for Cambridgeshire. Whilst appreciative of the work done to produce the Plan, Executive Councillors were of the view that reference should be made to the required improvements to the A1, particularly at the Buckden roundabout and the need to improve the two track section surrounding the Welwyn Viaduct given its impact on the local rail network.

It was also pointed out that the County Council intends to refresh the Local Transport Plan to reflect current environmental issues, ongoing funding concerns, delivery and progress of schemes, as well as issues arising from the growth agenda.

Having noted that the document had been endorsed by the Overview and Scrutiny Panel (Environmental Well-Being), the Cabinet

RESOLVED

that the development of the Cambridgeshire Long Term Transport Strategy and the refresh of the Cambridgeshire Local Transport Plan LTP3 be noted.

30. DRAFT HUNTINGDON & GODMANCHESTER MARKET TOWN TRANSPORT STRATEGY

(Councillor L Kadic, Ward Member for Godmanchester, was in attendance and spoke in support of this item.)

A report by the Head of Development was submitted (a copy of which

is appended in the Minute Book) inviting the Cabinet to consider the content of the draft Huntingdon & Godmanchester Market Town Transport Strategy which sets out a transport vision for both towns up to 2026. The report had been considered by the Overview and Scrutiny Panel (Environmental Well-Being) whose comments were relayed to the Cabinet.

Executive Councillors were advised that the Strategy covered all Huntingdon wards and Godmanchester as well as the Parishes of Alconbury & the Stukeleys and Brampton and had been developed under the guidance of a Member Steering Group made up of representatives from interested parties.

In considering the key proposals outlined in the Strategy, Executive Councillors were of the opinion that, while all modes were contained in the Strategy, greater emphasis should be placed on the need of the motorist given the rural nature of the district and to traffic calming measures. Having requested the Head of Development to reflect these sentiments in the Council's response to the County Council as part of the consultation process, the Cabinet

RESOLVED

- (a) that progress of the publication of the Draft Huntingdon & Godmanchester Market Town Transport Strategy be supported; and
- (b) that the Head of Development, after consultation with the Executive Councillor for Planning and Housing Strategy, be authorised to agree any minor changes to the draft strategy following public consultation and prior to its formal adoption.

31. REVIEW OF RISK MANAGEMENT STRATEGY

By way of a report by the Internal Audit and Risk Manager (a copy of which is appended in the Minute Book) the Cabinet considered the outcome of the Annual Review of the Risk Management Strategy.

By way of background, Members were advised that the Strategy had previously been approved by the Corporate Governance Panel but following a review of the Panel's effectiveness it was no longer considered the appropriate forum to consider the document.

Having expressed their satisfaction with the conclusion that there should be no change to the Council's risk appetite either in general terms or specifically for health and safety, it was

RESOLVED

- (a) that the Risk Management Strategy now submitted be approved; and
- (b) that Councillor R Harrison be appointed Risk Management Champion.

32. A TREE STRATEGY FOR HUNTINGDONSHIRE

(Councillor J W Davies, Member of the Overview and Scrutiny Panel (Environmental Well-Being) was in attendance and spoke on this item.)

Consideration was given to a report by the Arboricultural Officer (a copy of which is appended in the Minute Book) to which was attached a draft copy of a Tree Strategy for Huntingdonshire which had been produced to define the Council's approach to tree care management, risk management and statutory planning requirements, and through a five year action plan would determine the direction of the Council's tree related management and projects.

In so doing, Members were advised that the Strategy had been developed in consultation with the Overview and Scrutiny Panel (Social Well-Being) Consultation Processes Working Group and reflected the Council's vision outlined in the Corporate Plan. Having agreed that the document be made available electronically and that officers engage with Parish Councils to promote its content and the appointment of Tree Officers, the Cabinet

RESOLVED

- (a) that the content of the Tree Strategy for Huntingdonshire be approved, subject to any minor amendments being agreed by the Head of Development after consultation with the Executive Councillors for Planning & Housing Strategy and for Operations & Environment; and
- (b) that the Corporate Director (Delivery) be authorised to proceed with the implementation of the Action Plan 2015-2020.

33. LOVES FARM COMMUNITY BUILDING - COMMITMENT TO CONTRACT

By way of a report by the Project and Assets Manager (a copy of which is appended in the Minute Book), the Cabinet was acquainted with details of a scheme to provide a community building at Loves Farm, St Neots on land owned by the District Council. The report had been considered by the Overview and Scrutiny Panel (Economic Well-Being) whose comments were relayed to the Cabinet.

Members were advised that the proposal would create essential community facilities as well as accommodation for a pre-school group. The building will be owned by the District Council and sub-let to a local Community Group and to the County Council who will govern the pre-school. Although fully supportive of the scheme, Executive Councillors have raised concerns that the final tender figure for the scheme may be significantly higher than that budgeted. Having confirmed that no additional funding would be made available, the Cabinet

RESOLVED

- (a) that the Head of Resources, in consultation with the Executive Councillor for Strategic Economic Development and Legal, be authorised to enter into a contract with Cambridgeshire County Council for the construction phase for the Loves Farm Community Building scheme, subject to the final tender figure being within budget; and
- (b) that the Head of Resources, in consultation with the Executive Councillor for Strategic Economic Development and Legal, be authorised to agree the content of the leases with the County Council and the Community Group.

34. SHARED SERVICES BUILDING CONTROL

With the assistance of a report by the Head of Development (a copy of which is appended in the Minute Book) the Cabinet was acquainted with a suggested approach for the development of a shared Local Authority Building Control Service between Huntingdonshire and South Cambridgeshire District Councils. The report had been considered also by the Overview and Scrutiny Panel (Economic Well-Being) whose comments were relayed to the Cabinet.

In discussing the contents of the report, Executive Councillors stressed the importance of becoming more “business like” and efficient in the way the authority delivers its services. Whereupon, it was

RESOLVED

- (a) that the development of a business case for a shared Local Authority Building Control Service with South Cambridgeshire District Council be supported;
- (b) that a viability assessment of the IT solution developed by South Norfolk District Council be included in the business case;
- (c) that the Head of Development be authorised to work with interested local authorities from Cambridgeshire and Bedfordshire to develop a proposal for a Local Authority Building Control cluster to operate within a regional network supported by South Norfolk District Council; and
- (d) that the Head of Development be authorised to work with South Norfolk District Council and other interested local authorities to develop a proposal for an Eastern Region Approved Inspector Company, that will interact with the Cambridgeshire and Bedfordshire Local Authority Building Control cluster.

35. REPRESENTATION ON ORGANISATIONS 2014/15

Consideration was given to a report by Head of Legal and Democratic Services (a copy of which is appended in the Minute Book) regarding

the Council's representation on a variety of organisations/partnerships.

Having received an updated schedule of organisations/partnerships to which the Council appoints representatives, the Cabinet

RESOLVED

- (a) that with the exception of the following, nominations be made to the organisations as set out in the schedule now submitted:

Councillor L Kadic – Huntingdon Freeman's Trust; and

- (b) that, in the event that changes are required by the Council's representative in the course of the year, the Corporate Team Manager, after consultation with the Deputy Executive Leader and Vice-Chairman of the Cabinet be authorised to nominate alternative representatives as necessary.

Chairman

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Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: CORPORATE PLAN - PERORMANCE REPORT

Meeting/Date: SOCIAL WELL-BEING 2nd SEPTEMBER 2014
ECONOMIC WELL-BEING 4TH SEPTEMBER 2014
ENVIRONMENTAL WELL-BEING 9TH SEPTEMBER 2014
CABINET 11th SEPTEMBER

Executive Portfolio: Cllr JASON ABLEWHITE AND RELEVANT EXECUTIVE COUNCILLORS

Report by: POLICY AND PERFORMANCE MANAGER

Ward(s) affected: All

Executive Summary:

The purpose of this report is to brief Members on progress against the key activities identified in the Council's Corporate Plan for 2014/15 for period 1st April to 30th June 2014

Each of the Corporate Plan's strategic themes have been allocated to an Overview and Scrutiny Panel, as follows:

Social Well Being –	Working with our Communities
Economic Well – Being –	A strong local economy and Ensuring we are a customer focused and service lead council
Environmental Well- Being -	Enable sustainable growth

Recommendation(s):

Members are recommended to consider progress made against key activities and performance data in the corporate plan

Members are asked to approve the change in Performance Indicator as stated in 3.4.

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1. PURPOSE

- 1.1 The purpose of this report is to present to Members performance management information on the Council's Corporate Plan for 2014/15

2. BACKGROUND

- 2.1 The Council's Corporate Plan was adopted by Council in April 2014. This is a two year plan and outlines its own priorities and its role in supporting the shared ambition for Huntingdonshire. The plan sets out what the Council aims to achieve in addition to our core statutory services.

3. PERFORMANCE MANAGEMENT

- 3.1 Members of the Overview & Scrutiny Panels have an important role in the Council's Performance Management Framework and the process of regular review of performance data has been established. It is intended that Members should concentrate their monitoring on the strategic themes and associated objectives to enable them to adopt a strategic overview while building confidence that the Council's priorities are being achieved
- 3.2 Progress against Corporate Plan objectives is reported to Chief Officers Management Team quarterly on a service by service basis. A progress report from each Division includes performance data in the form of a narrative of achievement against each Key Action in the Corporate Plan and progress for each Performance Indicator those services contribute towards.
- 3.3 Overview and Scrutiny Panels will receive the appropriate quarterly performance reports, ordered by strategic theme. These will include performance data in the form of a narrative of achievement against each Key Action in the Corporate Plan and progress for each relevant Performance Indicator within each theme.
- 3.3 Cabinet will receive a quarterly performance report for each of the Corporate Plan strategic themes including all performance indicator data.
- 3.4 It has been advised that a Performance Indicator in the Corporate Plan cannot be measured sufficiently enough, as the work is not undertaken by HDC staff, but by the shared HIA service and as such an alternative Performance Indicator has been suggested. It is asked that the measure of "time taken from first visit to completion of work on Disabled Facilities Grant (DFG) with a value of over £1,000 (weeks)" is replaced by "average time (in weeks) between date of referral to practical completion for minor jobs up to £10,000".

BACKGROUND INFORMATION

Performance Management reports

The Council's Corporate Plan

CONTACT OFFICER

Howard Thackray, Corporate Policy & Performance Manager



((01480) 388035

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STRATEGIC THEME - A STRONG LOCAL ECONOMY

Period April to June 2014

Key to status




	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
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Summary of progress for Key Actions


	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
5		1			1				



Target dates do not necessarily reflect the final completion date. The date given may reflect the next milestone to be reached.

Summary of progress for Corporate Indicators



	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
									1

WE WANT TO: Accelerate business growth and investment

Status	Key Actions for 2014/15	Target date	Portfolio Holder	Head of Service	Progress - April to June 2014
	Review the Council's business growth and inward investment role	Ongoing	Cllr Gray	Andy Moffat	Economic Development: Discussion paper prepared for Cambridgeshire Public Services Board (CPSB) May meeting which reviewed the Economic Development service across Cambridgeshire and proposed a new County-wide service structure. This is now being taken forward by County Council as one of the service areas being explored for 'Rewiring the Public

						Sector'. HDC review to begin following outcome of the above.
	Deliver a programme of themed business information events, and measure their impact.	Ongoing	Cllr Sanderson	Andy Moffat	Economic Development: Planning for August event started and on target. Theme: accessing funding	
	Fast track pre-application advice to potential growing businesses and report on its effectiveness	Dec 2014	Cllr Dew	Andy Moffat	Development Management: During this period, 2 of the 3 Team Leader posts were vacant and this impacted on capacity and performance. Resources directed to major applications.	

WE WANT TO: Remove infrastructure barriers to growth

Status	Key Actions for 2014/15	Target date	Portfolio Holder	Head of Service	Progress - April to June 2014
	Develop Community Infrastructure Levy (CIL) governance structure	Jan 2015	Cllr Dew	Andy Moffat	Planning Policy: The CIL governance structure is currently tied to the HSP and options for reviewing this will be considered in January 2015.
	Influence the Local Enterprise Partnership (LEP) Strategic Economic Plan and supporting documents to reflect the impact of new housing and associated infrastructure in driving and supporting economic growth		Cllr Dew and Cllr Sanderson	Andy Moffat	Economic Development and Planning Policy: <ul style="list-style-type: none"> This action has been completed through working direct and via the Cambridgeshire and Peterborough Joint Strategic Planning Unit. Continued dialogue with LEP including through briefing executive leader before LEP board meetings LEP Board on the 13th May decided the priority list of capital schemes for 2015/16 along with revenue 'asks'. <ul style="list-style-type: none"> 2/5 Band 1 (Top) priorities are in Hunts: <ul style="list-style-type: none"> Alconbury Weald EZ High Tech Company Expansion (£3.6m)




						<ul style="list-style-type: none"> ○ Alconbury Weald Technical and Vocational Centre, Huntingdonshire (£5m) ● Announcements for all LEPs expected July
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WE WANT TO: Develop a flexible and skilled local workforce




Status	Key Actions for 2014/15	Target date	Portfolio Holder	Head of Service	Progress - April to June 2014
😊	Commit resources to the Enterprise Zone (EZ) skills strategy group		Cllr Sanderson	Andy Moffat	<p>Economic Development:</p> <ul style="list-style-type: none"> ● 0.5 FTE funded by Skills Funding Agency ● Continued support and coordination of EZ skills group and partnership activities. ● Developed proposal for a multi-partner skills hub – now seeking partner commitment
😊	Support the development of stronger links between businesses and education through Huntingdonshire Academies Secondary Partnership (HASP) with a focus on local employability		Cllr Sanderson	Andy Moffat	<p>Economic Development:</p> <ul style="list-style-type: none"> ● 0.5 FTE Funded by HASP ● Advance stage planning for July event: Education facing event to raise awareness of the economic landscape and business skills needs ● HASP representation on the EZ Skills Steering Group

STRATEGIC THEME - ENSURING WE ARE A CUSTOMER FOCUSED AND SERVICE LED COUNCIL

Summary of progress for Key Actions



	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
6		2							




Summary of progress for Corporate Indicators

	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
6		8			1				


Target dates do not necessarily reflect the final completion date. The date given may reflect the next milestone to be reached.



WE WANT TO: Become more business-like and efficient in the way we deliver services

Status	Key Actions for 2014/15	Target date	Portfolio Holder	Head of Service	Progress - April to June 2014
	Introduce zero base budgeting for 2015/16 including a service challenge process	Dec 2014	Cllr Gray	Clive Mason	Currently recruiting interim resources
	Deliver 'Facing the Future' (FtF)	Various	Cllr Gary for programme Various for themes / activities	Adrian Dobbyne	<p>Across the Council progress is being made. Some highlights include:</p> <ul style="list-style-type: none"> The CCTV service with Cambridge City is now live. Shared service discussions connected to IMD, Legal and Building Control are continuing within the Strategic Partnership. A training package for Officers who will be taking the lead in Project Management within the FtF Programme has been developed, and the first intake of Officers has received the training.

						<ul style="list-style-type: none"> A similar training session was delivered on tools and techniques to generate efficiencies (the method is called LEAN). This officer group has been briefed to start using the training as a priority. The new HoS are reviewing progress on the FtF ideas and ensuring the most beneficial ideas are being progressed. A further update on FtF is planned for O&S (Economic) on the 4th Sept.
		Develop full business case for previously identified energy reduction projects across the Council estate	Dec 2014	Cllr Tysoe	Eric Kendall	Energy Audits undertaken at each of the Councils main sites, meetings held with managers in relevant service areas (Facilities, Estates and Operations). A prioritised and costed programme of energy efficiency projects being developed. Full business case to be presented in 3 rd Quarter 2014/15.
		Review internal communications	May 2014	Cllr Ablewhite	Adrian Dobbyne	Communications review undertaken in May. Team structure now being reviewed, with recruitment underway. Marketing & Branding exercise in evidence gathering stage.
		Carry out staff satisfaction survey	Aug 2014	Cllr Ablewhite	Jo Lancaster	Survey launched 15 th July and will run for a month. Managers asked to help encourage employee participation. Article due in Team Brief.

WE WANT TO: Ensure customer engagement drives service priorities and improvement




Status	Key Actions for 2014/15	Target date	Portfolio Holder	Head of Service	Progress - April to June 2014
	Develop use of the website for consultation and engagement		Cllr Chapman	John Taylor	The revised Consultation and Engagement Strategy (approved in June 2014) promotes better use of the website and intranet. IMD to resolve some issues relating to links between the calendar/database/website.







			<p>Implement a consultation exercise with residents to inform 2015/2016 budget planning</p>	<p>Aug 2014</p>	<p>Cllr Gray</p>	<p>Adrian Dobbyne</p>	<p>Final version of the survey being considered. Survey to start on 7th August</p>
			<p>Prepare for Universal Credit (UC) and the move to a Single Fraud Investigation Service (SFIS)</p>	<p>SFIS – May 2015 UC - TBC</p>	<p>Cllr Chapman</p>	<p>John Taylor</p>	<p>We have agreed deferred date of SFIS, with DWP, to May 2015. Watching developments nationally with respect to Universal Credit.</p>

Corporate Performance and Contextual Indicators

Key to status

	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
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Performance Indicator	Full Year 2013/14 Performance	Quarter 1 2013/14 Performance	Quarter 1 2014/15 Target	Quarter 1 2014/15 Performance	Quarter 1 2014/15 Status	Annual 2014/15 Target	Forecast Outturn 2014/15 Performance	Predicted Outturn 2014/15 Status
Growth in Business rates	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Number of days to process new benefits claims	25 days	28 days	27 days	32 days				
Aim to minimise								
Comments: <i>1st quarter is traditionally poor as the service is dealing with end of year activities, but performance does improve across the year. Have also lost 1.5 AO posts.</i>								
Number of days to process changes of circumstances	8 days	9 days	8 days	12 days				
Aim to minimise								
Comments: <i>1st quarter is traditionally poor as the service is dealing with end of year activities, but performance does improve across the year. Have also lost 1.5 AO posts.</i>								
Number of days to process new council tax support claims	21 days	21 days	27 days	30 days				
Aim to minimise								
Comment: <i>1st quarter is traditionally poor as the service is dealing with end of year activities, but performance does improve across the year. Have also lost 1.5 AO posts.</i>								




Number of days to process council tax support change events	5 days	4 days	8 days	10 days				
Aim to minimise								
Comments: 1 st quarter is traditionally poor as the service is dealing with end of year activities, but performance does improve across the year. Have also lost 1.5 AO posts.								
% of Council Tax collected against target	98.3%	(26.64%)	28.6%	28.96%				
Aim to maximise								
Comment: Pleasing given the welfare/technical changes and the challenging financial climate								
% of Business Rates collected against target	98.8%	(32.17%)	31.0%	29.6%				
Aim to maximise								
Comments: Taking account of the large appeals (10% of receipts to date) and other changes the underlying 2014/15 collection rate is 31.7%								
Telephone satisfaction rates	98.6%	98%	>80%	96.7%				
Aim to maximise								
Comments: We are changing our survey questions and method for the next quarter.								
Customer service centre satisfaction rates	98.7%	99.1%	>80%	96.7%				
Aim to maximise								
Comments: We are changing our survey questions and method for the next quarter.								
Staff sickness (working days lost per FTE)	7.6	1.8	N/A	2.5				
Aim to minimise								
Comments: This is the highest figure that HDC has ever reported for quarter 1. 60% of all days lost this quarter were due to long-term sickness absence (high).								

Subsidy per visit to council owned leisure facilities	-£0.18	-£0.68	-£0.63	-£0.43	☹️			
Aim to minimise								
Comments: Increased income (£240K) on this time last year is skewed by advanced collection of income from schools and gym memberships (approx. £150K). Expenditure up minimally mainly due to net effect of pay review.								
% of rent achievable on estates portfolio	96%	95%	100%	95%	☹️			
Aim to maximise								
Comments: target set at 100% as aim is to maximise the rental income by rent and lease reviews (increase the achievable income). The % rent received for the quarter is calculated from the total budgeted potential income for the commercial estate – less lost income from vacant units and rent arrears for the quarter. Note - Several units are due to complete on new leases in July – therefore this performance should improve (reduce void rent losses).								
% of space let on estates portfolio	92%	90%	95%	94%	☹️			
Aim to maximise								
Comments: Target - set at 95% as there is allowance for turnover of units and void periods of 3-6 months. % space let calculated by total number of industrial, retail and office premises available minus the number of vacant units in the quarter (note the full year is calculated by an average of the quarters).								
% of rent arrears on estates portfolio	-1%	-1%	1%	1%	☺️			
Aim to minimise								
Comments: Ongoing target is to keep the rent arrears below 1% of the total budgeted gross income. There has been a slight increase in arrears and the rent arrears recovery process/procedures have been reviewed and internal audit recommended actions applied.								
Total amount of energy used in Council buildings	12,025,230 (kWh)	4.8% ↓ 3,622,180kWh h's		3,448,638kWh h's	☺️		2% ↓ in energy use	
Aim to minimise								
Comments:								
Total diesel fuel used from Council's fleet of vehicles	577,777.93 (Litres)	154,998.31 (Litres) (0.95% reduction)		147,864.80 (Litres)	☺️		1% reduction in diesel fuel used	
Aim to minimise								
Comment:								




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STRATEGIC THEME - ENABLE SUSTAINABLE GROWTH

Key to status




	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
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Summary of progress for Key Actions



	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
	5		4						



Target dates do not necessarily reflect the final completion date. The date given may reflect the next milestone to be reached.


Summary of progress for Corporate Indicators

	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
	4		1		2				



WE WANT TO: Improve the supply of new and affordable housing to meet future needs

Status	Key Actions for 2014/15	Target date	Portfolio Holder	Head of Service	Progress - April to June 2014
	Invest in initiatives that will deliver affordable housing	Ongoing	Cllr Dew	Andy Moffat	Housing Strategy: The Council agreed in principle to provide a loan to Luminus for the development of extra care at Langley Court St Ives.
	Implement action plan to adopt a Local Plan 2036	Submission Draft to Cabinet in Nov 2104	Cllr Dew	Andy Moffat	Planning Policy: The Local Plan preparation is on target. The Stage 4 Submission Draft Local Plan will be taken to Cabinet in November 2014.



	Facilitate delivery of new housing on the large strategic sites at: Alconbury, St Neots and Wyton	Ongoing	Cllr Dew	Andy Moffat	<p>Development Management, Planning Policy, Economic Development and Housing Strategy: Alconbury Weald – S.106 nearing completion, which will enable outline permission to be issued. Work on Design Codes for Phase 1 (circa 1000 dwellings and EZ) is well-advanced.</p> <p>St Neots – The development is made up of Wintringham Park and Loves Farm Phase 2. Like Alconbury Weald, these applications will be put to S.106 Advisory Group and Development Management Panel in two stages. First stage – to consider the proposed uses and amounts of each use plus the broad scope of S.106 matters to be sought. Second stage – to consider full details of S.106 matters and updates on any outstanding matters at first stage. First stage of Wintringham Park was considered in April. First stage of Loves Farm Phase 2 is due to be considered in July.</p> <p>Wyton – Defence Infrastructure Organisation are in the process of selecting a strategic development partner for the site. Two organisations have been shortlisted. Officers attended a presentation from the two potential developers and contributed to the subsequent evaluation. The final decision will be made in October. Consultation events were held for Elected Members and surrounding Town and Parish Councils in June and a document summarising the outcome from these events is being produced. The DIO and consultants are pulling together a body of evidence to help support the allocation of Wyton airfield in the forthcoming Local Plan.</p>
	Negotiate the provision of new affordable housing on all relevant sites	Ongoing	Cllr Dew	Andy Moffat	<p>Housing Strategy: Affordable housing is being negotiated where relevant in line with the Local Plan policy and viability of sites.</p>

	Review council assets to identify which could be used to facilitate affordable housing		Cllr Dew	Andy Moffat	Housing Strategy : Cabinet approved the sale of Hermitage Road Earith for new affordable housing. Next step is to progress with the sale and work on a draft scheme in consultation with BPHA and Earith Parish Council.
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WE WANT TO: Develop sustainable growth opportunities in and around our market towns

Status	Key Actions for 2014/15	Target date	Cabinet Member	Lead Officer	Progress - April to June 2014
	Devise a programme to develop and implement planning and development frameworks and master-plans for Local Plan site allocations		Cllr Dew	Andy Moffat	Planning Policy: The programme will be finalised prior to the consideration of the Submission Draft Local Plan (Stage 4) by Cabinet in November 2014.
	Develop town centre improvement strategies and action plans in the market towns		Cllr Dew	Andy Moffat	Planning Policy: A scoping exercise to inform potential briefs for town centre improvement strategies and action plans for the market towns will commence in September 2014.



WE WANT TO: Enhance our built and green environment






Status	Key Actions for 2014/15	Target date	Cabinet Member	Lead Officer	Progress - April to June 2014
	Update the 'Buildings at Risk' register		Cllr Dew	Andy Moffat	Planning Policy: Work on updating the Buildings at Risk Register is scheduled to commence in October 2014.
	Complete the updated Design Guide, setting out the council's requirements of new development	October 2014	Cllr Dew	Andy Moffat	Planning Policy: Work on the updated Design Guide is ongoing with completion planned for October 2014.

Corporate Performance and Contextual Indicators

Key to status

	Progress is on track 	Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
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Performance Indicator	Full Year 2013/14 Performance	Quarter 1 2013/14 Performance	Quarter 1 2014/15 Target	Quarter 1 2014/15 Performance	Quarter 1 2014/15 Status	Annual 2014/15 Target	Forecast Outturn 2014/15 Performance	Predicted Outturn 2014/15 Status
Number of affordable homes delivered gross Aim to maximise	41	0	82	69				
Comment: Q1 outturn of 69 is still being validated with housing association partners. 328/year (82/quarter) based on SHMA (8188) over life of local plan (25 years)								
Net additional homes delivered Aim to maximise		n/a	n/a	n/a	n/a			
Comment: Figures available for whole year periods only								
Number of unintentional priority homeless acceptances Aim to minimise	18	5	5	3				
Comment: Notes: The number of households presenting as homeless is demand led and is not a directly controllable indicator. It is a measure of service demands and caseloads.								




Number of households living in temporary accommodation (incl B&B)	N/A As snapshot in time	79	100	84				
Aim to minimise								
Comment: <i>As above, this is a demand led and so is a measure of service demands and caseloads.</i>								
Number of families in B&B	N/A As snapshot in time	11	15	14				
Aim to minimise								
Comment:								
Processing of planning applications on target – Major (within 13 weeks)	66%	77%	60%	64%				
Aim to maximise								
Comment:								
Processing of planning applications on target – Minor (within 8 weeks)	65%	68%	65%	55%				
Aim to maximise								
Comment: <i>During this period, 2 of the 3 Team Leader posts were vacant and this impacted on capacity and performance. Resources directed to major applications.</i>								
Processing of planning applications on target – other (within 8 weeks)	87%	86%	80%	71%				
Aim to maximise								
Comment: <i>During this period, 2 of the 3 Team Leader posts were vacant and this impacted on capacity and performance. Resources directed to major applications.</i>								

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STRATEGIC THEME - WORKING WITH OUR COMMUNITIES

Period April to June 2014

Key to status




	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
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Summary of progress for Key Actions




	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
8		4			1				



Target dates do not necessarily reflect the final completion date. The date given may reflect the next milestone to be reached.

Summary of progress for Corporate Indicators




	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
4							1		




WE WANT TO: Create safer, stronger and more resilient communities

Status	Key Actions for 2014/15	Target date	Portfolio Holder	Head of Service	Progress - April to June 2014
	Manage the implementation of the joint CCTV service with Cambridge City	June 2014	Cllr Howe	Eric Kendall	Legal agreement signed by both Councils, new service started 2/6/14. Work to new network on track to meet the target date for a joint CCTV control room on the 1 st July 2014.
	Increase the use of fixed penalty notices (FPN) for littering	March 2015	Cllr Tysoe	Eric Kendall	No litter FPNs served as yet. Discussions with Enforcement Officers as they have concerns in respect of doing this work.
	Manage the Community Chest to pump prime projects to build and support	Decisions made July	Cllr Sanderson	Chris Stopford	Community development:- 2014/15 allocation meeting scheduled for 30 June all organisations awarded funds for

	community development.	2014				projects must deliver the projects within 12 months of award. Details available end of July.
	Deliver diversionary activities for young people	Monitoring reports complete Mid Oct 14	Cllr Howe (for commercial activities)	Jayne Wisely	Community development: Sports and Active Lifestyles Team:- <ul style="list-style-type: none"> Deliver 28 free activity roadshows for age groups 5 to 11 years between 24 July and 2 September. Details available end of September. Street Sports activities for age groups 13 to 19 years 3 evenings per week (term time only). Details available every 3 months. 	
	Review our current partnership commitments to deliver value for money and alignment with corporate priorities	March 2015	Cllr Ablewhite	Adrian Dobbyne	A project brief setting out the scope and outcomes for this project will be prepared by Quarter 2.	

WE WANT TO: Improve health and well-being

Status	Key Actions for 2014/15	Target date	Portfolio Holder	Head of Service	Progress - April to June 2014
	Investigate the business case for incentivising the private rented sector to take housing needs clients.	Ongoing	Cllr Chapman	John Taylor	It is unlikely that given the current buoyancy of the private rented sector and lack of tenancies available within Local Housing Allowance rates that the Council would be able to offer sufficient levels of incentives to encourage landlords to work with the Council. Where opportunities do exist the Rent Deposit/Rent In Advance scheme or Town Hall Lettings Agency are used as incentives.
	Review the current arrangements for commissioning temporary accommodation	Ongoing	Cllr Chapman	John Taylor	The Council is working on a project with one of its housing association partners to provide an additional 17 units of accommodation (across two schemes) that will reduce the need to use B&B as first stage temporary accommodation. It is hoped that this project will deliver in the autumn 2014.
	Support healthy lifestyle through the	Ongoing	Cllr Dew	Andy Moffat	Development Management:


	provision of open space on new developments	July 2014	Cllr Dew	Andy Moffat	Open space is being negotiated where relevant in line with the Local Plan policy.
	Carry out a review of the Disabled Facilities Grants (DFG) programme				<p>Housing Strategy: Report prepared on the shared Home Improvement Agency service after 2 years of operation, for O&S on 8th July and Cabinet on 17th July. Part of this review included the future requirement for DFG funding.</p>
	Enable a new extra care scheme to be built to meet needs in St Ives and in Ramsey		Cllr Dew	Andy Moffat	<p>Housing Strategy: St Ives: Langley Court has been decanted of residents. Luminus are in the process of negotiating the contract for the new build. The planning application is nearing determination. The loan awaits the council's specialist consultant's support and these two issues affecting the critical path of the project plan should be resolved over the next few months.</p> <p>Ramsey: County Council have reiterated revenue support for this project. A site has been identified and the building is being designed taking comments from planning officers, housing health and social care officers into account. A capital bid and a planning application are likely to follow in Autumn 2014 for start on site in 2015 and completion in 2016/17.</p>
	Reduce fuel poverty and improve health by maximising the number of residents taking up the grant funded 'Action on Energy' scheme	March 2015	Cllr Tysoe	Eric Kendall	<p>Target - 400 Home Energy assessments undertaken in homes in Huntingdonshire by 31st March 2015. Progress – Action on Energy scheme now fully operational, 78 Home Energy undertaken in Huntingdonshire Homes during the first quarter. Confident that target of 400 assessments will be reached.</p>





WE WANT TO: Empower local communities

Status	Key Actions for 2014/15	Target date	Cabinet Member	Lead Officer	Progress - April to June 2014
😊	Support community planning including working with parishes to complete parish plans		Cllr Ablewhite	Chris Stopford	Initial meeting with group of Parish Council taken place, focus of next Parish Council localism event co-sponsored by HDC now happened.
😊	Review control and management of Council assets	January 2015	Cllr Gray	Chris Stopford	Property & Estate Management: - an ongoing process with two main priorities – 1) establishes a reliable / efficient asset database, which can provide accessible information to multi-disciplinary teams and assist good asset management. 2) Review current practice and develop 5yr planned maintenance schemes for the estates – to reduce the total cost of repairs and maintenance.

Corporate Performance and Contextual Indicators

Key to status

	Progress is on track		Progress is within acceptable variance		Progress is behind schedule	?	Awaiting progress update	n/a	Not applicable to state progress
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Performance Indicator	Full Year 2013/14 Performance	Quarter 1 2013/14 Performance	Quarter 1 2014/15 Target	Quarter 1 2014/15 Performance	Quarter 1 2014/15 Status	Annual 2014/15 Target	Forecast Outturn 2014/15 Performance	Predicted Outturn 2014/15 Status
Number of missed bins per 100,000 households	48.5	?	50	50		48	N/A	N/A
Aim to minimise								
<i>Comments: Switch to CRM from HEAT, data collection methods are currently being reviewed.</i>								
Percentage of household waste recycled or composted	57.45%	59.98%	60%	61.39%		57.8%		
Aim to maximise								
<i>Comments: Only includes April & May as June figures not yet available</i>								
% of food establishments in the district that are broadly compliant with food hygiene law	94.94%	93.76%	85%	95.29%		N/A	N/A	N/A
Aim to maximise								
<i>Comments:</i>								
Number of Disabled Facilities Grants (DFG) completed	238	27	29	29		N/A	N/A	N/A
Aim to maximise								
<i>Comments: Q1 completions are always low following the peak in Q4 of the preceding year. A vacancy within the HIA's surveying team may impact on this PI. This is being raised with the HIA shared service and their resources are being redeployed to help manage workloads.</i>								

<p>Time taken from first visit to completion of work on Disabled Facilities Grants (DFG) with a value over £1,000 (weeks)</p> <p>Aim to minimise</p>					?			
<p>Comments: <i>To minimise is difficult to complete. HDC staff do not undertake this work and so we do not routinely measure this PI as it relates to the performance of the shared HIA service. An alternative PI measure has been proposed and is included in the covering report for approval.</i></p>								

Public

Key Decision - yes

* Delete as applicable

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: GREEN HOUSE PROJECT – HOUSE SALES

Meeting/Date: Overview and Scrutiny (Environmental Well-Being) -
9 September 2014
Cabinet - 11 September 2014

Executive Portfolio: Cllr Tysoe, Cllr Gray

Report by: Environment Team Leader

Ward(s) affected: St Neots – Eynesbury Ward
St Ives - South Ward

Executive Summary:

This reports sets out the latest position with the Green House projects and its future need. The educational use of the two houses to show the latest energy saving technology has now passed its peak with the number of visitors dropping significantly. Approval is needed to sell these two properties and to delegate the acceptance of the sale price.

Recommendation(s):

- 1 It is recommended that Cabinet:
 - a) agrees to the sale of the two Green Houses, with St Neots as soon as possible and St Ives early next year, using a local agent and the best price sought.
 - b) delegates responsibility to the Head of Operations (after consultation with the Executive Councillor for Resources) to accept the best offers for the sale of the properties

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1. WHAT IS THIS REPORT ABOUT/PURPOSE?

- 1.1 A report was presented to Cabinet on 20 October 2011 with an update on the Green house project and the benefits that this project was making to the council and the district. This report looks to how this scheme is now brought to a close and the future of the houses decided.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 The Green House project used two houses that the council bought to show the possibilities of conversions and retrofit for energy savings. The St Ives house had been the main one used with visits taking place several times per week. These have now reduced to less than once a week. The St Neots house has been rented out since 2012.
- 2.2 The report of 20 October 2011 agreed to retain the St Ives Green House until March 2014 and to rent the St Neots property with the additional revenue costs being met from the existing Environmental Projects revenue budget. It supported the development of the project as the main mechanism for the Council to deliver the Government's Green Deal initiative in conjunction with project partners.
- 2.3 This report looks at the timescale for the sale of these two buildings.

3. OPTIONS CONSIDERED / ANALYSIS

- 3.1 The St Neots house has been rented out for 2 years with the rent covering any costs. The tenants have now given notice and expect to leave by October 2014. This makes it a good time to sell this property as well as there has been an upturn in the market.
- 3.2 The St Ives house is used less frequently for educational visits and the technology is now more common in other buildings. It therefore has served its purpose and can be sold, again while the market is buoyant. As there are visits already planned for several months ahead as part of the DECC funding scheme, it is recommended that the house is advertised for a completion date of March / April 2015.

4. COMMENTS OF OVERVIEW & SCRUTINY PANEL

- 4.1 Overview and Scrutiny Panel (Economic Well-Being) comments will be added when received

5. KEY IMPACTS/RISKS? HOW WILL THEY BE ADDRESSED?

- 5.1 Selling the properties will stop all revenue costs for the sites such as rates and utility bills and give capital receipts
- 5.2 The MTP shows an expected total income from both properties of £415,000. Until these are marketed and sold it is not known what income will actually be achieved.

6. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

- 6.1 Prices and specifications will be sought for at least 3 local estate agents for the sale of the properties with the most economically advantageous being chosen.

6.2 The St Neots house will be marketed by local estate agents as soon as possible and the best offer accepted.

6.3 The St Ives house will be advertised in several months time so that the purchase can be completed in March/April 2015 when all appointments have been completed. Again the best offer will be accepted.

7. LINK TO THE LEADERSHIP DIRECTION

7.1 This proposal will provide capital receipts for the council as required in Facing the Future.

8. LEGAL IMPLICATIONS

8.1 The houses are owned by the council and this will put the properties back as residential in private ownership. This will be done via the normal legal land sale process.

9. RESOURCE IMPLICATIONS

9.1 By the time these properties are sold, over the lifetime of this project, the net:

- capital cost is estimated to be £0.136m (see table below).
- revenue costs are £50,000 (controllable) for the period 2009/10 to date.

Net Capital Cost to HDC of the Sale of the Green House Properties	£000
Expenditure	
Capital	
Purchase of two properties (2008)	326
Cost of works to houses including fees	437
Revenue (Not yet paid)	
Estate Agent Fee estimated (*) – costs of sale	5
Total Expenditure	768
Income	
Grant Funding	(172)
Capital Receipt	
Present estimated sale value of properties	(460)
Total Income	(632)
Net Expenditure	136
* Accounting regulations permit the setting off of the costs of sale.	

9.2 At this time the Medium Term Financial Strategy includes a capital receipt of £0.415m. If a sale price of £0.460m is achieved, after allowing for the costs of sale (£5,000) this would be a net gain of £40,000; however it should be noted:

- that the sale price is only an estimate.
- all such capital receipts will be held to support the financing of future capital expenditure.

9.3 The sale will be carried out using external estate agents as per quotations yet to be received and the property transfer will be carried out by the Legal team.

10. REASONS FOR THE RECOMMENDED DECISIONS

10.1 The properties have served their need as examples of good energy saving principles, but are now visited less often.

10.2 A capital receipt for the council would be of benefit in the short term.

BACKGROUND PAPERS

Previous Cabinet reports

CONTACT OFFICERS

Name/Job Title	Chris Jablonski, Environment Team Leader
Tel No.	(01480 388368

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Agenda Item 6

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

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