

A meeting of the **OVERVIEW AND SCRUTINY PANEL (ECONOMY AND GROWTH)** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, CAMBS, PE29 3TN** on **THURSDAY, 8TH DECEMBER 2016** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact  
(01480)**

## **APOLOGIES**

**1. MINUTES** (Pages 5 - 10)

To approve as a correct record the Minutes of the meeting held on 3rd November 2016.

**A Green  
388008**

**2. MEMBERS' INTERESTS**

To receive from Members declarations as to disclosable pecuniary and other interests in relation to any Agenda item.

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

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

**M Sage  
388007**

**4. REVIEW OF STREET MARKETS (HUNTINGDON AND ST IVES)**  
(Pages 15 - 22)

The Review of Street Markets (Huntingdon and St Ives) is to be presented to the Panel.

**C Jablonski  
388368**

**5. COMMERCIAL INVESTMENT STRATEGY**

The Executive Councillor for Strategic Resources will be in attendance to discuss with Members the Commercial Investment Strategy and its contribution to the economic growth of the District.

**A Green  
388008**

**6. HUNTINGDONSHIRE LOCAL PLAN TO 2036 AND INFRASTRUCTURE PLANNING UPDATES** (Pages 23 - 32)

The Panel are to receive updates for the Huntingdonshire Local Plan To 2036 and Infrastructure Planning.

**C Kerr  
388430**

**7. WORK PLAN STUDIES** (Pages 33 - 34)

To consider the work programmes of the Communities and Environment and Performance and Customers Overview and Scrutiny Panels.

**A Green  
388008**

## 8. OVERVIEW AND SCRUTINY PROGRESS (Pages 35 - 38)

To consider a report on the Panel's activities.

A Green  
388008

Dated this 30th day of November 2016



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 Mr Adam Green, Democratic Services Officer (Scrutiny), Tel No. 01480 388008/e-mail [Adam.Green@huntingdonshire.gov.uk](mailto:Adam.Green@huntingdonshire.gov.uk) if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee/Panel.**

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

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

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

If you would like a translation of Agenda/Minutes/Reports or would like a large text version or an audio version please contact the Elections & 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.*

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## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (ECONOMY AND GROWTH) held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, Cambs, PE29 3TN on Thursday, 3rd November 2016.

PRESENT: Councillor D B Dew – Chairman.

Councillors Mrs B E Boddington, E R Butler, R Fuller, I D Gardener, B Hyland, D J Mead, T D Sanderson and D R Underwood.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors L George, K D Wainwright and D Watt.

IN ATTENDANCE: Councillors G J Bull, R Harrison and R B Howe.

### **32. MINUTES**

The minutes for the meeting of the Panel held on 6th October 2016 were approved as a correct record and signed by the Chairman.

### **33. MEMBERS' INTERESTS**

No declarations of interest were received.

### **34. NOTICE OF KEY EXECUTIVE DECISIONS**

The Panel received and note the current Notice of Key Executive Decisions (a copy of which is appended in the Minute Book) which has been prepared by the Executive Leader for the period 1st November 2016 and 28th February 2017.

### **35. EDGE - SHARPER SKILLS FOR ENTERPRISE**

The Panel received a presentation from the Economic Development Manager on EDGE – Sharper Skills For Enterprise. It was explained to Members that Huntingdonshire Regional College (HRC) had merged with Cambridge Regional College on 1st November 2016 and as such the Principal (who had been expected to present at the meeting) and the Vice Principal of HRC have left their posts with immediate effect.

Members were informed that EDGE is a partnership initiative between the private and public sector led by the Alconbury Enterprise Campus Skills Group. The partnership has been designed to facilitate pathways for local people to the employment opportunities at Alconbury and to promote industry-led training and development to support the future economic growth of Huntingdonshire.

An estimated 8,000 new jobs will be created at the Alconbury Enterprise Zone and businesses have stated how they feel that there

is a mismatch with what skills and qualifications schools and training agencies are providing and what they require and want.

The Panel were informed that EDGE aims to address the core skills gaps and improves employer engagement in the development of skills. Before the establishment of EDGE, different organisations were working on the skills gap individually however EDGE has given organisations an opportunity to coordinate their efforts on developing the right skills.

Members heard that EDGE assists job seekers as well as business. The partnership focuses on moving people who are disengaged or cut off from the job market into work. EDGE provides job seekers with an opportunity to improve and practice their job finding skills.

The partnership assists businesses with their recruitment and helps them to understand that they are key in addressing the skills gap and developing the workforce. EDGE has helped 56 people into work, 12 into learning, 10 into apprenticeships and 3 into self-employment.

Following a question on how does EDGE coordinate between apprenticeship offers and work experience, the Panel were informed that EDGE encourage companies to go into schools and inform students of what they can offer. There is also an EDGE Job Fair at Wood Green Animal Centre at which local companies exhibit career options within their organisation and children from all Huntingdonshire's schools attend.

In response to a question on what is the cost of the initiative and how long is it likely to last, the Panel were informed that it costs the Council nothing beyond the resources are contributed by the partners. For example the County Council contribute an employee to assist with Curriculum Vitae writing however the employee was previously providing the service so no additional cost has been incurred. Members heard how the main benefit of EDGE is that it does not rely on a short term funding pot as is the case with many job and skills initiatives. EDGE is governed by a formal Memorandum of Understanding which runs for three years before it is reviewed.

A Member asked does EDGE assist the whole of Huntingdonshire or just Alconbury Enterprise Zone and in response the Panel was told that EDGE has grown around the funding given for the enterprise zone however it works for the benefit of Huntingdonshire. As the workload increases then the focus will be assisting the enterprise zone however not to the exclusion of the rest of the District.

In response to a question relating to the funding of Groundwork projects by the Council, Members were informed that the budget for inclusion projects of £10k had been removed through the Zero Based Budgeting process however it was noted that Groundwork is a national charity organisation with which other parts of the Council still have some engagement.

Following a question regarding EDGE working with pupils who have a disability, the Panel was informed that at the last steering group meeting, partners agreed that they would work more closely with charities in order to provide opportunities for pupils with disabilities.

A Member asked about the materials schools work with and in response was told that composite companies can only work with their material for a limited time and once it has passed its shelf life they would be willing to donate it to schools.

**36. IMET CENTRE**

The Panel received a presentation on iMet from the Economic Development Manager. It was explained that the iMet is designed to help address the low productivity rate within the country. There is a focus on small businesses as 60% of private jobs sit in the small business sector.

Members were informed that the most commonly quoted obstacle to small business growth is the ability to recruit and retain staff with appropriate skills. The Sainsbury Panel in April 2016 also identified this as an issue and recommended proposals for improvements to assist with the training and development of the future workforce. In addition, as barriers to setting up a business have been removed, business leaders are needed as there are not enough people with the skills to take forward and develop businesses.

Traditionally the funding of training has followed the student and training providers have been putting on what students demand. The problem with this is that what students demand and what providers have put on has not matched business need. The iMet business model is that employers are driving the demand however iMet is not to replace the traditional educational model but is to run alongside it.

Members were reminded that the project is not run by the Council however the Council has an interest as the project aims to assist with the economic development of the District through providing training for the future workforce. A video was then shown to the Panel demonstrating what the new iMet training facility might look like.

Members are intrigued by the fact employers are encouraged to come forward and engage with the delivery of courses, however are concerned that there isn't enough guidance to help, as employers will need to be quite specific with their requirements. In response, the Panel were told that there is some guidance to assist them. In addition companies have tried doing in house training however as that takes up production space employers have opted to use the iMet training centre.

In response to a question regarding has there always been a mismatch between the needs of businesses and what training the education system provides, Members were informed that there has always been a mismatch however the pace of change has dramatically increased and both businesses and training providers need to collaborate closely on addressing the issues that affect them.

**37. URGENT ITEM - KEY REQUIREMENTS FOR DELIVERING GROWTH FOR INCLUSION IN A MEMORANDUM OF UNDERSTANDING WITH THE LOCAL ENTERPRISE PARTNERSHIP**

The Chairman announced that he proposed to admit the urgent item in accordance with Section 100B (3) and (4) of the Local Government Act 1972. With the aid of a report by the Head of Development (a copy of which is appended in the Minute Book) the Key Requirements for delivering growth for inclusion in a Memorandum of Understanding with the Local Enterprise Partnership was presented to the Panel.

Members were reminded that Neil Darwin, the Chief Executive of the Greater Cambridgeshire and Peterborough Local Enterprise Partnership (LEP) attended a Panel meeting in June 2016 and offered the Council a Memorandum of Understanding (MoU). Since then officers have worked on a list of key priorities which was presented to the Panel so that they could highlight any infrastructure projects which have not been included and highlight which projects are the most important.

Members agreed that the A428 Black Cat to Caxton Gibbet Upgrade and the A1 M25 to Peterborough Strategic Study are both highly important for the economic growth of the District.

Following a question regarding the Oxford to Cambridge Expressway Strategic Study, Members were informed that it has not been explained to Highways England what an expressway is or how it is being funded. The current budget is £500m however it is expected that the funding required will be 2 or 3 times as much.

The Panel highlighted that the existing A141 Junction Improvements are important to the growth of the District, particularly as there are a major developments expected to take place near to the A141. A Member stated that as the County Council have funding issues then perhaps the Council could work with the LEP to ensure it is a priority.

A Member highlighted in regards to the new train station at Alconbury Weald, land is also required for an access road from the A1 and a car park near to or on the site.

## **38. DEVOLUTION**

The Panel received a presentation from the Executive Leader of the Council on the latest developments on Devolution. The Panel were reminded that Devolution involves the passing over to a Combined Authority, under the control of an elected Mayor a number of infrastructure budgets worth £1.2bn. There will be a Cabinet to oversee the work of the Mayor and that will comprise of the Leaders of all the Councils within the Combined Authority as well as a representative from the LEP.

Members were told that of the £1.2bn there will be £100m available for the building of affordable housing throughout Cambridgeshire and Peterborough and a further £70m for the building of affordable housing in Cambridge City.

Members were informed that Full Council will vote on 16th November 2016 to either accept or reject the Devolution deal. If all the authorities accept the deal then a Government Order will be brought forward in December 2016 to devolve powers to a Combined Authority in Cambridgeshire and Peterborough.



In order to prepare for the Combined Authority, Members were informed that a Shadow Cabinet has been formed with County Councillor S Count appointed at its leader. The Shadow Cabinet are responsible for delivering several work streams in order to deliver Devolution. Teams of people are working on how to account for the funding and how to distribute it. A separate investment board will be created to ensure that the funding is spent fairly.

It was confirmed that some of the infrastructure funds in the Devolution deal could be used to bring forward some infrastructure projects from the next ten to fifteen years into the next five years.

Following a question regarding the likelihood of Cambridgeshire County Council voting for the Devolution deal, the Panel was informed that the Executive Leader does not know the likelihood of the County Council voting for Devolution however the Leader of the County Council has stated he is confident that the County Council will vote for the deal.

In response to a question on the difficulty of building affordable housing across the Combined Authority, as all the different councils have their own policies, the Panel was informed that there will be an overarching plan with common standards to facilitate the building of affordable homes across the Combined Authority.

A Member asked if the Mayor and Cabinet will have enough expertise to manage the powers and the £1.2bn infrastructure budget, in response the Executive Leader stated that an independent panel of experts will be appointed to oversee and assess the work of the Mayor and Cabinet. The experts are not expected to be a significant cost upon the budget. In addition, the Mayor will need to have to right balance in terms of political network, management skills and commercial negotiating skills.

The Panel asked about the scrutiny arrangements for the Combined Authority and were informed that a scrutiny panel will be formed and headed by an independent Chairman, who will not be employed by the Combined Authority, to scrutinise the work of the Cabinet and the Mayor. Members were reminded that the Governance of the Combined Authority is currently being accessed.

Following a question in regards to the opportunities for local scrutiny panels to scrutinise the work of the Combined Authority, Members were informed that the scrutiny panels scrutinises the Leader of their respective authorities who in turn sits on the Cabinet of the Combined Authority.

Members were informed that the cost for Mayoral Election in May 2017 will be £300k and the office of Mayor will cost is £700k for the term of the Mayor. This represents 2% of the of the overall Combined Authority budget.

*(At 8.30pm, during the consideration of the item, Councillor G J Bull left the meeting and did not return.)*

**39. REPORT ON EXTERNAL ORGANISATIONS**

With the aid of a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) the report on the Representation on External Organisations was presented to the Panel. Members noted that the St Ives Town Centre Management Team does meet regularly despite the Council's representative not providing any feedback.

*(At 9.05pm, during the consideration of the item, Councillors R Harrison and R B Howe left the meeting and did not return.)*

**40. WORK PLAN STUDIES**

The Panel received and noted a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) which contained details of studies being undertaken by the Overview and Scrutiny Panels for Communities and Environment and Performance and Customers.

Members noted that the Hinchingsbrooke Hospital work stream on the Overview and Scrutiny Panel (Communities and Environment) work programme has now concluded and is to be removed.

**41. OVERVIEW AND SCRUTINY PROGRESS**

With the aid of a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minutes Book), the Panel reviewed the progress of its activities since the last meeting.

The Panel was informed that the Cabinet have decided to proceed with the consultation on the increase of car park fees. After a short discussion over the timescale of the consultation, Members have sought clarification. The Cabinet have agreed the establishment of a working group to review the parking strategy of the Council. The Panel have appointed Councillors D B Dew, R Fuller, I D Gardener and T D Sanderson to the working group.

Members noted that the Housing Strategy will be presented to the Panel in January 2017. The Panel have decided to reconstitute the Housing Working Group with Councillors D B Dew, R Fuller and T D Sanderson appointed to the working group.

The Panel noted that the contract for BID Huntingdon is coming to an end and would like a representative from the BID to attend a future Panel meeting to explain what the benefit of the BID is and to answer Members' questions.

Members noted that the item 'Huntingdon West Masterplan' is to be removed from the work programme.

Chairman

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

**Prepared by** Councillor R B Howe  
**Date of Publication:** 16 November 2016  
**For Period:** 1 December 2016 to 31 March 2017

Membership of the Cabinet is as follows:-

Councillor R B Howe	Executive Leader of the Council	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 D Brown	Executive Councillor for Strategic Partnerships and Shared Services	25 Ermine Street Huntingdon PE29 3EX  Tel: 07970 462048 E-mail: <a href="mailto:Daryl.Brown@huntingdonshire.gov.uk">Daryl.Brown@huntingdonshire.gov.uk</a>
Councillor G J Bull	Executive Councillor for Planning Policy, Housing and Infrastructure	2 Lancaster Close Old Hurst Huntingdon PE28 3BB  Tel: 07780 511928 E-mail:- <a href="mailto:Graham.Bull@huntingdonshire.gov.uk">Graham.Bull@huntingdonshire.gov.uk</a>
Councillor R C Carter	Executive Councillor for Environment, Street Scene and Operations	5 The Paddock Bluntisham Huntingdon PE28 3NR  Tel: 07986 325637 E-mail:- <a href="mailto:Robin.Carter@huntingdonshire.gov.uk">Robin.Carter@huntingdonshire.gov.uk</a>
Councillor S Cawley	Executive Councillor for Organisation and Customer Services	6 Levers Water Huntingdon PE29 6TH  Tel: 01480 435188 E-mail: <a href="mailto:Stephen.Cawley@huntingdonshire.gov.uk">Stephen.Cawley@huntingdonshire.gov.uk</a>

Councillor S Criswell	Executive Councillor for Community Resilience	23 The Bank Somersham Huntingdon PE28 3DJ Tel: 01487 740745	E-mail: <a href="mailto:Steve.Criswell@huntingdonshire.gov.uk">Steve.Criswell@huntingdonshire.gov.uk</a>
Councillor J A Gray	Executive Councillor for Strategic Resources	Vine Cottage 2 Station Road Catworth PE28 OPE  Tel: 01832 710799	E-mail: <a href="mailto:Jonathan.Gray@huntingdonshire.gov.uk">Jonathan.Gray@huntingdonshire.gov.uk</a>
Councillor R Harrison	Executive Councillor for Business, Enterprise and Skills	55 Bushmead Road Eaton Socon St Neots PE19 8GC  Tel: 01480 406664	E-mail: <a href="mailto:Roger.Harrison@huntingdonshire.gov.uk">Roger.Harrison@huntingdonshire.gov.uk</a>
Councillor J M Palmer	Executive Councillor for Leisure and Health	149 Great Whyte Ramsey Huntingdon Cambridgeshire PE26 1HP  Tel: 01487 814063	E-mail: <a href="mailto:John.Palmer@huntingdonshire.gov.uk">John.Palmer@huntingdonshire.gov.uk</a>
Councillor D M Tysoe	Executive Councillor for Operational Resources	Grove Cottage Maltings Lane Ellington Huntingdon PE28 OAA  Tel: 01480 388310	E-mail: <a href="mailto:Darren.Tysoe@huntingdonshire.gov.uk">Darren.Tysoe@huntingdonshire.gov.uk</a>

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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 the Democratic Services Team on 01480 388169 or E-mail [Democratic.Services@huntingdonshire.gov.uk](mailto:Democratic.Services@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 [Democratic.Services@huntingdonshire.gov.uk](mailto:Democratic.Services@huntingdonshire.gov.uk) or by contacting the Democratic Services Team. 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.

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
Approval of Council Tax Base 2017/18 ***	Section 151 Officer	6 Dec 2016		Ian Sims, Local Taxation Manager, Tel No. 01480 388138 or email: Ian.Sims@huntingdonshire.gov.uk		J Gray	Performance and Customers
Review of the Council's Street Markets	Cabinet	15 Dec 2016		Neil Sloper, Head of Operations Tel No. 01480 388635 or email: Neil.Sloper@huntingdonshire.gov.uk		R Carter	Communities and Environment

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
Waste Round Reconfiguration - Implementation Update	Cabinet	19 Jan 2017		Neil Sloper, Head of Operations Tel No. 01480 388635 or email: Neil.Sloper@huntingdonshire.gov.uk		R Carter	Communities and Environment
Memoranda of Understanding with the Local Enterprise Partnership ***	Cabinet	19 Jan 2017		Andy Moffat, Head of Development Tel No. 01480 388400 or Email:andy.moffat@huntingdonshire.gov.uk		R Harrison and G Bull	Economy and Growth
Discretionary Rate Relief Policy ***	Cabinet	19 Jan 2017		Ian Sims, Local Taxation Manager Tel No. 01480 388138 or email: Ian.Sims@huntingdonshire.gov.uk		D Tysoe	Performance and Customers
Rural Settlement List***	Cabinet	19 Jan 2017		Ian Sims, Local Taxation Manager Tel No. 01480 388138 or email: Ian.Sims@huntingdonshire.gov.uk		D Tysoe	Performance and Customers
Annual Review Green Space and Play Provision	Cabinet	9 Feb 2017		Neil Sloper, Head of Operations Tel No. 01480 388635 or email: Neil.Sloper@huntingdonshire.gov.uk		R Carter	Communities and Environment
2017/18 Revenue Budget and Medium Term Plan Financial Strategy 2018/19 to 2021/22	Cabinet	9 Feb 2017		Clive Mason, Head of Resources Tel No. 01480 388157 or email: Clive.Mason@huntingdonshire.gov.uk		J A Gray	Performance and Customers
Treasury Management Strategy 2017/18	Cabinet	9 Feb 2017		Clive Mason, Head of Resources Tel No. 01480 388157 or email: Clive.Mason@huntingdonshire.gov.uk		J A Gray	Performance and Customers

**Public**  
**Key Decision - No**

## HUNTINGDONSHIRE DISTRICT COUNCIL

**Title/Subject Matter:** Review of Street Markets (Huntingdon & St Ives)

**Meeting/Date:** Overview & Scrutiny Panel (Economy & Growth) – 8th December 2016  
Cabinet – 15th December 2016

**Executive Portfolio:** Councillor Robin Carter – Executive Councillor for Environment, Street Scene and Operations

**Report by:** Business Development Manager – Chris Jablonski

**Ward(s) affected:** Huntingdon and St Ives Wards

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### Executive Summary:

1. The report details the review carried out of the Council's Market Service and the improvement actions implemented to return the service to a trading profit. The report also contains proposals for the realignment of the street markets in Huntingdon and St Ives to ensure the long term financial viability for the market traders and the Council.
2. The Council operates traditional street markets in Huntingdon on Wednesdays and Saturdays and in St Ives on Mondays and Fridays; and prior to 2015/16 the Market Service had not been rigorously managed. The consequence is that the markets had gone in decline and the service actually made a trading loss in 2015/16.
3. To address this lack of management, the restructure of the Operations Service in 2015/16 put in place a retail specialist as the Markets Officer. Working with the Business Development Manager the service has been fully reviewed and improvement actions implemented to first stabilise and then develop the markets. Significant progress has been made and this is outlined in Section 3 of this report, with the Markets Service now on course to make a trading surplus of over £50,000 in 2016/17.
4. The next phase of proposed developments are more fundamental and include the following:
  - **Huntingdon Market:** It is proposed to relocate most of the stalls from Market Square to along the High Street. This will capture the main footfall of the town and re-invigorate both the Market and High Street. A by-product will be the release of the Market Square for promotional and community events, such as the recent Italian flag throwing demonstration.

It is also proposed to consolidate the Markets managed by the District Council in Huntingdon into one offering. The fortnightly farmers market has been running at a loss for a number of years and this cannot be sustained. Traders will be invited and actively encouraged to become part of the

enhanced High Street Market every Wednesday and Saturday.

The plan is being developed in partnership with a range of stakeholders and positive discussions have taken place with BID Huntingdon, as well as Cambridgeshire County Council, Cambridgeshire Fire and Police Services and the town's retailers.

- **St Ives Market:** It is proposed in 2017 to carry out detailed feasibility work regarding the potential to re-locate part of the Monday Market to negate the need for a partial road closure and to re-introduce some parking spaces on Market Hill for Blue Badge Holders. Before being confirmed a full consultation will be carried with market traders and retailers in St Ives and the proposals brought back to Members for consideration.

**Recommendation(s):**

1. The Overview and Scrutiny Panel is invited to comment on the progress made to date and the proposals for the future development of the street markets in Huntingdon and St Ives.
2. The Cabinet is recommended to:
  - a) Endorse the proposals for the relocation of the Huntingdon Street Market.
  - b) Endorse the proposal to carry out detailed feasibility work and consult with retailers in St Ives into the proposed relocation of part of the St Ives Monday market, both to negate the need for a partial road closure and re-introduce some parking spaces on Market Hill for Blue Badge Holders.



## 1. PURPOSE OF THE REPORT

- 1.1 To provide a progress report on the improvement plan being implemented for the Council's Markets Service and to seek endorsement for proposals to reconfigure the layout of the Huntingdon and St Ives markets.

## 2. BACKGROUND

- 2.1 The Markets Service has not been given much focus in terms of its performance over the last three years. The consequence is the following:

- a) Traders had not been rigorously managed against the Market Rules.
- b) The customers' perspective had not driven the development of the markets.
- c) Incentives to attract new traders and improvement actions implemented to retain existing traders had not been developed.
- d) Costs had not been fully controlled and income targets not met.
- e) Overdue debt (outstanding trader fees and charges) had not been actively managed.

- 2.2 The outcome can be summarised as follows:

- a) The development and operation of St Ives Market had stagnated and traders not properly engaged.
- b) Huntingdon Markets (both regular and farmers) had gone into decline with diminishing numbers of traders and again these traders had not been actively managed.
- c) At the end of 2015/16 the Markets Service, like many more up and down the land made a loss. Our loss was £5,745.

- 2.3 Therefore as part of the restructure of the Operations Service in 2015/16 a new post of Markets Officer, a retail specialist was created to lead the review and improvement of the Markets Service. This report outlines the progress made in the improvement of the Markets Service.

## 3. ANALYSIS OF IMPROVEMENTS MADE & ACTION REQUIRED

- 3.1 Analysis of the improvements made and actions required is against the following headings:

- a) Operational matters;
- b) Financial matters;
- c) Development requirements.

- 3.2 **Operational Matters:** To better manage the Markets Service and therefore stabilise the service the actions detailed below have been implemented:

- a) All new applications for pitches have to be made on-line, with support being given when necessary. This has substantially 'leaned' the process and ensures that the Council has the trader's details, including public liability insurance before they commence trading.
- b) Trader's attendance records are updated on a weekly basis by the Markets Officer to enable the active management of traders who are frequent poor attenders and keep track of rents paid, with no new debt being allowed to accumulate. If a direct debit payment fails the Markets Officer immediately resolves the matter.

- c) The Markets Officer spends much of the working week engaged in face to face meetings with traders to sort out any problems and keep a smooth running operation. To underpin this, urgent trader communication can now be transmitted to the traders concerned singularly or to the whole of market by text message. This new system proved invaluable when the first Bank Holiday Market of 2016 needed to be cancelled late on the prior Sunday. No pre booked traders turned up on the day.
- d) Trader parking arrangements have been tightened up and administration costs cut by over 90%. Traders are required to pay by Direct Debit to get a permit and if the traders Direct Debit fails the permit is invalidated. All regular traders now pay via Direct Debit.
- e) Debt management with the Income Section has been reviewed and revised with payment plans in place for all current traders. Overdue debt was £12,821 on 1 February 2016 and as of 30<sup>th</sup> November this had been reduced to £1,078.
- f) The Markets Officer has encouraged all regular traders to transfer to Direct Debit for the quarterly payment of rents. This has significantly reduced the opportunity for future overdue debt. As stated, Traders who do not wish to pay their rent by Direct Debit do not receive a free parking permit and pay a higher 'casual' rent for their stall.
- g) There are no longer any cash payments for rents, casual traders now have to pay by credit or debit card. In turn this has significantly reduced administration and reconciliation of cash. The new processes introduced have been fully supported by the Income Section and Internal Audit.
- h) Most importantly the Market Rules have been fully reviewed and revised to remove the issues of confusion or need for further clarification. The amendments to the Market Rules have been subject to trader consultation.

**3.3 Financial Matters:** The Market Service made a loss of £5,574 in 2015/16. A target was set for 2016/17 that the service should move towards making a trading profit. To achieve this, the following actions have been implemented in line with the Service Improvement Certificate for the Markets Service contained within the Operations Division Service Plan 2016/17 (at the Appendix attached).

- a) All pitches on the St Ives market have been marked out with studs, and rents going forward will be rigorously applied to the precise area taken up by a trader. Previously over 44% of the trading area was given away.
- b) The allocation of pitches in some instances has been amended to place complimentary traders in close proximity to each other to increase footfall past the trader stalls.
- c) There has been some physical relocation of trader pitches to reflect footfall on the markets in order to retain traders and to attract new traders.
- d) All current trade lines on the markets have been reviewed to identify the opportunities for new trade lines and then the Markets Officer has actively targeted new traders for these trade lines.

- e) The Markets Officer has discretion to give rent rebates to existing traders who introduce a good new trader offering a new trade line who stays a minimum of three months.
- f) The Bank Holiday Markets have been fundamentally reviewed and restructured with a significant reduction in the operating costs.
- g) The amendment of the Market Rules has also included clarification of fees and charges removing the discretionary element.
- h) The free trading concession in January each year will cease in January 2017 with permanent traders getting a two week holiday break at no charge for retaining their pitches following consultation with the traders.
- i) A £1.68 increase in fees per day for the first pitch has been introduced following negotiations with the traders.
- j) Further to the Stud programme additional pitches have been reduced in price to various price points, however gross income is still in excess of the pre-stud revenues.
- k) Profit and loss statements have been introduced for both markets. These figures are presented on a trading day and combined trading days. The profit and loss accounts are reviewed every month to confirm trading performance.

**3.4 Development Requirements:** The improvements outlined above have not only stabilised the Markets Service but have improved financial performance to such an extent that the service is now on course to make a surplus of over £50,000 for the current financial year. The next phase of developments proposed are more fundamental and include the following:

#### **3.4.1 Huntingdon Market:**

- a) It is proposed to relocate the stalls from Market Square to along the High Street to capture the main footfall in the town. Informal consultation has taken place with over 80 retailers who could be directly affected by the proposal of which only two did not support the proposal during the Markets Officers personal visits to their premises. To achieve this proposal the current trading consent for the High Street held by Huntingdon BID will need to be rescinded. Currently this trading consent realises only £1,900 in income for this Council and it is projected that the re-alignment of the market will produce a substantially higher figure.
- b) Positive discussions have taken place with BID and it is proposed to work with BID to implement the relocation of the market. This will include BID retaining a revised trading consent for a designated space on the High Street for their trading activities and access to the Market Square for their shows, displays and 5 themed markets staged each year. This will still provide BID with an income stream but importantly ensure that this Council optimises the income it is generating from trading activities on the High Street.
- c) It is also proposed to consolidate the Markets managed by the District Council in Huntingdon into one offering. The fortnightly Farmers Market has been running at a loss for a number of years and this cannot be sustained.

Traders will be invited and actively encouraged to become part of the enhanced High Street Market every Wednesday and Saturday.

#### **3.4.2 St Ives Market:**

It is proposed in 2017 to carryout detailed feasibility work regarding the potential to re-locate part of the Monday Market into Bridge Street. This would negate the need for the road closure and to re-introduce some parking spaces in Market Hill for Blue Badge Holders. Before being confirmed consultation will be carried with market traders and retailers in St Ives and proposals will be brought back to Members for consideration.

### **4. COMMENTS OF OVERVIEW & SCRUTINY**

- 4.1 The comments and recommendations of the Overview and Scrutiny Panel will be included in the report before its consideration by the Cabinet.

### **5. KEY IMPACTS & RISKS**

- 5.1 The action taken to date by the Markets Officer has stabilised the Market and moved it into a trading surplus position.
- 5.2 The proposals to realign the layouts of the markets in Huntingdon and St Ives are being made to improve the medium term performance of the markets particularly in respect to future trading surpluses for both the market traders and the Council in a very challenging retail environment.

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

- 6.1 The planned service improvements for the Markets Service and deadlines for delivery have been set out in the 2016/17 Service Plan for the Operations Service.

### **7. LINKS TO STRATEGIC PRIORITIES**

- 7.1 The improvement actions implemented and planned for 2017/18 will ensure that the Markets Service meets the strategic priority of becoming more efficient and effective, with the markets operating to generate trading surpluses on a consistent basis.
- 7.2 The proposed realignments of the markets in Huntingdon and St Ives will also contribute to the strategic priority of trying to deliver sustainable growth by being the key drivers in the further growth of these markets.

### **8. CONSULTATION**

- 8.1 Consultation has been conducted with a variety of stakeholders and affected retailers in Huntingdon about the potential realignment of the market and there is support for the proposal. It is proposed to carryout detailed feasibility work on the realignment of the market in St Ives and this will include full consultation with the current market traders and retailers on the potential layout as the plans are developed.

### **9. LEGAL IMPLICATIONS**

- 9.1 The realignment proposals for the markets have been developed within the context of the Market Charters for Huntingdon and St Ives held by this Council

and in respect of the requirements of the County Council as the Highways Authority.

## **10. RESOURCE IMPLICATIONS**

- 10.1 The financial implications of this report are included in Section 3 of this report but they are in summary that the Markets Service made a loss of £5,745 in 2015/16. A target was set for 2016/17 that the service moves towards making a trading profit. Based on financial performance to date a surplus of over £50,000 will be achieved in 2016/17. Moving forward a target surplus of £60,000 has been set for 2017/18.
- 10.2 All the improvements made to the Market Service to date have been delivered within the existing budgets of the service.

## **11. REASONS FOR THE RECOMMENDED DECISIONS**

- 11.1 Markets have an important role to play in maintaining the vibrancy of our town centres. Many markets across the UK are in decline and the average age of market traders is rising fast. To ensure the long term survival of markets, they must be financially viable for Councils, attractive for traders and appealing to customers.
- 11.2 The proposed realignment of the markets in Huntingdon and St Ives are being made to ensure the long term survival of Huntingdonshire's street markets in a challenging retail environment.

## **BACKGROUND PAPERS**

None

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**Appendix: Service Improvement Certificate 9: Owner – Business Development Manager**

<b>9.</b>	<b>Markets</b>	<b>Priority Rating</b>	<b>Timeframe for Delivery</b>
9.1	Develop a relocation plan for the consolidation of Huntingdon Market and carryout consultation with traders, the Town Council, BID and District Councillors. Implement the relocation plan after O&S and Cabinet approval.	Priority 1	31 December 2016
9.2	Develop a relocation plan for the St Ives Market to remove the need for a road closure and carryout consultation with traders, the Town Council and District Councillors. Implement the relocation plan after O&S and Cabinet approval.	Priority 1	30 June 2017
9.3	Review the tradelines on the Huntingdon and St Ives Markets to identify new trade lines to be targeted through an incentives package.	Priority 1	31 May 2016
9.4	Develop a package of incentives for new traders.	Priority 1	30 June 2016
9.5	Review and update the Market Rules.	Priority 1	31 July 2016
9.6	Initiate quarterly updates for market traders and use to re-inforce the Market Rules.	Priority 1	31 December 2016
9.7	Review and revise fees and charges against the market place and to recover in full operating costs + 5%.	Priority 1	30 June 2016
9.8	Development and implementation of a promotions plan for the markets.	Priority 1	31 March 2017

**Public**  
**Key Decision - No**

## HUNTINGDONSHIRE DISTRICT COUNCIL

**Title/Subject Matter:** Huntingdonshire Local Plan to 2036 Quarterly Update and Infrastructure Planning Update

**Meeting/Date:** Overview and Scrutiny (Economy and Growth) – 8 December 2016  
Cabinet – 15 December 2016

**Executive Portfolio:** Planning Policy, Housing & Infrastructure

**Report by:** Head of Development

**Ward(s) affected:** All

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### **Executive Summary:**

This quarterly report provides updates on progress on Local plan preparation and the main elements of the evidence base currently under preparation. It highlights the risks arising from delays to the Strategic Transport Study. It also provides a further update in relation to the highways and transport infrastructure projects necessary for its delivery.

### **Recommendations:**

That the Overview and Scrutiny Panel (Economy and Growth):

- 1) Notes progress on preparation of the Huntingdonshire Local Plan to 2036, its supporting evidence base and the highways and transport infrastructure projects necessary for its delivery; and

That the Cabinet:

- 1) Notes progress on preparation of the Huntingdonshire Local Plan to 2036, its supporting evidence base and the highways and transport infrastructure projects necessary for its delivery.

## **1 PURPOSE OF THE REPORT**

- 1.1 This report provides an update on progress on preparation of the proposed submission Huntingdonshire Local Plan to 2036 (HLP2036), its supporting evidence base and the highways and transport infrastructure projects necessary for its delivery.
- 1.2 The main purpose of the report is to:
- Confirm the delivery programme for the evidence base necessary to deliver the HLP2036
  - Confirm expected highways and transport infrastructure improvements along with anticipated delivery timescales

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

- 2.1 At the Cabinet meeting on 19 November 2015 it was resolved that quarterly reports on progress with preparation of the HLP2036 should be provided. To provide a comprehensive picture updates on infrastructure planning are integrated with this as the Local Plan cannot be successfully delivered without the necessary supporting infrastructure.

## **3 PROGRESS WITH PREPARATION OF THE HLP2036 AND ITS SUPPORTING EVIDENCE BASE**

### **Strategic Transport Study**

- 3.1 Following explanation of the implications of the delays to revalidating the Cambridge Sub-Regional Model (CSRM) traffic model Cabinet on 16 June 2016 resolved to endorse the approach that the priority is to develop a defensible transport evidence base necessitating waiting for the revalidated CSRM to be available.
- 3.2 The revalidation work has been completed and reviewed by Mott McDonald to ensure it is fit for use from a Huntingdonshire perspective. Initial runs of the baseline and four scenarios were completed in November to quantify expected trip generation, trip purpose and mode share. The data needs to be analysed, its implications identified and possible mitigation measures devised. A further round of modelling is required to test what the implications would be of any possible mitigation measures to ascertain their impact on the future transport situation.
- 3.3 Mott McDonald prepared a revised timetable for the Strategic Transport Study following receipt of the revalidated CSRM. The timetable focuses on producing sufficient outputs to advise on a preferred scenario in January 2017 to allow preparation of the HLP2036 to move forward, with the final report to follow that.

### **Strategic Flood Risk Assessment (SFRA)**

- 3.4 JBA have made good progress on the SFRA, recently undertaking the climate change modelling work on behalf of the Environment Agency for the whole of the lower Great Ouse. The final report is nearly completed and publication is expected in January 2017.



### **Gypsy and Traveller Needs Assessment**

- 3.5 The Cambridgeshire, King's Lynn and West Norfolk, Peterborough and West Suffolk Gypsy and Traveller Accommodation Assessment 2016 was published in October. This reflects the new 'planning' definition for a Gypsy, Traveller or Travelling Showperson as set out in the national Planning Policy for Traveller Sites (2015); however, this is inconsistent with the definition in place through the Equalities Act (2010) and may be subject to further legal challenge.
- 3.6 The Assessment indicates that there is a need for 9 additional pitches in Huntingdonshire for Gypsy and Traveller households that meet the new definition; a need for up to 19 additional pitches for Gypsy and Traveller households that may meet the new definition and 38 additional pitches for Gypsy and Traveller households who do not meet the new definition but may seek culturally appropriate accommodation. There are no occupied Travelling Showpeople yards in Huntingdonshire so no current or future need is identified.

### **Retail and Commercial Leisure Needs Assessment**

- 3.7 The Assessment is almost complete, having been delayed to update the guidance on Huntingdon West following the sale of the former Sainsbury's site. It is expected to be published in January 2017.

### **Objectively Assessed Need Update**

- 3.8 An update of the Objectively Assessed Need figure for Huntingdonshire has been commissioned from Cambridgeshire County Council's Research Group. This was delayed awaiting completion of an update to the East of England Forecasting Model. The model preparation is now being undertaken by Cambridge Econometrics (CE) and at the time of writing this report CE have yet to clarify the timescale for providing the model. In the interim, the research group will complete the Objectively Assessment Need update using evidence from the most recent version of the model.
- 3.9 The national requirement is to use the most up to date data available. At the time of drafting the previous report it was anticipated a revised model would be available by November 2016. However, given the delay in revising the model it is considered reasonable to complete the study using what is the most recently available data.

### **Wind Energy Development**

- 3.10 A consultation document was issued on 21 November 2016 to seek comments on four possible options for which areas of the district might be designated as potentially suitable for further wind turbine development, supplemented by an additional option allowing for wind turbines of up to 30 metres which could be implemented in combination with the other options. The consultation document also contains a draft policy on which comments are sought prior to inclusion of a policy on wind turbine development in the proposed submission HLP2036. The consultation period is open until the 16<sup>th</sup> January 2017.

### **Habitats Regulations Assessment**

- 3.11 The Conservation of Habitats and Species Regulations 2010 require an assessment of any plan or proposal which may result in a significant effect on the integrity of any European designated site of nature conservation value. This is commonly known as a Habitats Regulations Assessment and is an iterative process whereby the draft HLP2036 is assessed and any modifications or mitigation measures that need to be incorporated are recommended; then a final revised assessment produced. In line with other key elements of the evidence base the initial work will consider the potential significant effects of each of the four development scenarios. Once a preferred scenario is agreed and the draft HLP2036 prepared the Habitats Regulations Assessment will be finalised. The work is being undertaken by Bodsey Ecology based in Ramsey.

### **Growth and Infrastructure Investment and Delivery Plan**

- 3.12 Arup have been commissioned to carry out this study which aims firstly to assess the quality and capacity of infrastructure currently available and its ability to accommodate anticipated growth and then to determine the additional infrastructure investment required to support the level of growth anticipated in the HLP2036. It will estimate the costs involved, funding sources and shortfalls, and the phasing and prioritisation for delivery. This work is essential to be able to successfully demonstrate at examination that the development strategy put forward in the HLP2036 can actually be delivered and builds on the previous infrastructure planning work undertaken most recently to evidence the Community Infrastructure Levy Charging Schedule and the first Huntingdonshire Infrastructure Business Plan 2013/14.
- 3.13 Infrastructure standards are currently being reviewed and assessed in line with recently updated strategies and plans and meetings are being held with key infrastructure providers.

### **Local Plan Viability Testing**

- 3.14 Cushman & Wakefield have been appointed to undertake a Growth Viability Assessment of the HLP2036, building on the work previously undertaken following the Harman approach. It will consider the implications of each policy from a viability perspective in delivering development. By assessing the impact of all requirements to support the HLP2036, it will result in a recommendation for the appropriate percentage of affordable housing to be sought. It will consider the viability issues faced in delivering the three proposed strategic expansion locations and a number of other key sites; it will also complete viability testing for a range of site typologies which should address the many smaller sites proposed for allocation.

- 3.15 Following a recent inception meeting, site typologies are currently being assessed and the programme of work being finalised.

#### 4 HIGHWAYS AND TRANSPORT INFRASTRUCTURE PROJECTS UPDATE

##### A14 Cambridge to Huntingdon Improvement

Construction compounds commenced construction in September 2016 at Brampton and Swavesey plus additional works at Godmanchester
Condition discharge continues in consultation with A14 Integrated Development Team (IDT).
Sub-groups relating to such matters as design, delivery, legacy and environment are on-going. HDC officers service these
Physical works will commence from December 2016 and the programme is as follows: <ul style="list-style-type: none"> <li>• Phase 1 – Section 1 A1 widening between Alconbury and Brampton Hut – from December 2016 to summer 2018</li> <li>• Phase 1 – Section 2 Brampton Hut to ECML – from December 2016 to autumn 2019</li> <li>• Phase 2 – Section 3 ECML to Swavesey – from early 2017 to summer 2019</li> <li>• Phase 3 – Section 4 Swavesey to Girton – from early 2017 to summer 2019</li> <li>• Phase 4 – Section 5 Girton to Milton – from Summer 2018 to autumn 2019</li> <li>• <b>Phase 5 – Section 6 Huntingdon Viaduct removal and new local road network– from January 2020 to early 2021</b></li> </ul>

##### A428: Black Cat to Caxton Gibbet Improvement:

Central government has granted funding to Highways England/Jacobs to progress scheme to Preferred Route announcement stage.
HE/Jacobs engaging with MP's/cross-border Members at counties and districts, plus officers. Separate Parish Forums are being held.
Part of the government's Road Investment Strategy April 2015 to March 2020. It is subject to funding approval and a Development Consent Order (DCO) consent, works on-site would commence by March 2020.
Scheme design will be to the government's 'Expressway' standard to tie into the current Oxford to Cambridge Expressway strategic study.
Proposed timeline is as follows: <ul style="list-style-type: none"> <li>• January to March 2017 – Non-statutory consultation on scheme options</li> <li>• Spring/Summer 2017 – Ministerial announcement of preferred route</li> <li>• Summer/Autumn 2017 – Development of Preferred Scheme</li> <li>• Autumn 2017 – Formal consultation on Preferred Scheme</li> <li>• Summer 2018 – Submission of DCO application</li> <li>• Winter 2019 – Secretary of State for Transport decision</li> <li>• Spring 2020 – Commencement of works</li> </ul>

##### Oxford to Cambridge Expressway: (subject to 2016 Autumn Statement Update)

Identification of options to be taken forward is now complete plus; stakeholder meetings with a range of public bodies/interested parties are on-going. HDC officers service these.
Route currently in place on A421 between M1 and Caxton Gibbet to M11. Black Cat to Caxton Gibbet emerging as a separate scheme (see above). The scheme will consider integration of the route with M11/A14 at Girton and with the A1/M25

to Peterborough Study, East-West Rail and emerging ECML proposals.
Key 'missing' link between M40 and M1 and route around Oxford.
Whole scheme includes road-based options, plus rail, technology, local access, behaviour change and high-quality public transport elements.
Scheme will feed into the government's Road Investment Strategy, together with the other 5 Strategic Studies across England and, if approved, would be delivered as part of Roads Period 2 via the National Roads Fund after 2020.

### East West Rail Central Section (Bedford to Cambridge)

East West Rail (EWR) developed 20 original options and reduced to a final 2, focussed on a Bedford/Sandy/Cambridge corridor or a Bedford/Sandy/Hitchin/Cambridge corridor. Final route option is via Sandy in order to achieve a 125mph line speed
Western Section between Oxford and Bicester now complete and offers a second Oxford to London service to Marylebone. Also looking at development of options between Bicester to Milton Keynes, Bedford and Aylesbury
Work to date has shown that it is not possible to reinstate the old Oxford to Cambridge 'Varsity Line'. Alignment is either too slow for a modern-day railway or the previous alignment has been lost at various locations.
Bedford to Cambridge will be a 'Nationally Significant Infrastructure Project' and will be subject to a Development Consent Order (DCO). Final route option is emerging,
A route via Sandy is likely to result in growth options being explored in that area, which would be of direct relevance and impact on Huntingdonshire.
The (very indicative) timeline is as follows, subject to funding and consents: <ul style="list-style-type: none"> <li>• Initial National Infrastructure Commission report – Late 2016</li> <li>• Preferred Route confirmed – Late 2018</li> <li>• Preferred Alignment confirmed – circa 2021</li> <li>• DCO application – circa 2022</li> <li>• Start on site – circa 2026</li> <li>• New train services running – circa 2031</li> </ul>

### A1 M25 to Peterborough: (Subject to possible 2016 Autumn Statement Update)

Identification of options to be taken forward is now complete and stakeholder meetings are on-going with a range of public bodies/interested parties. HDC officers service these.
Scheme aims to bring consistency to the southern section of the route and to improve the non-motorway northern section (Baldock to Brampton) to motorway standard.
Short-list of three packages: <ul style="list-style-type: none"> <li>• Package A – section of new motorway (mostly offline) in the middle (northern) section i.e. 'Middle bypass'</li> <li>• Package B – local improvements (grade separating junctions or creating new grade separated junctions in the middle (northern) section i.e. 'Improve existing junctions')</li> <li>• Package C – upgrade the east-west connectivity of the A1 to avoid 'hop on/hop off' behaviour i.e. 'Modest improvements'.</li> </ul>
Next step is for Highways England to submit an option package assessment to the Department for Transport (DfT) during autumn 2016.
Subject to DfT approval, preferred options will be developed and the scheme will feed into the government's Road Investment Strategy, together with another 5 strategic studies across England and, if approved, would be delivered as part of Roads Period 2 via the National Roads Fund after 2020.

## East Coast Main Line Study (London Kings Cross to Edinburgh:

### The strategic approach is:

- to increase line capacity by reducing speed difference between services, removing junction conflicts and to improve performance, safety and resilience
- greater dedicated fast and slow lines
- build additional routes to separate routes where necessary
- use technology to reduce headway and manage passenger experience
- develop safer resilient infrastructure giving better performance
- ability to accommodate new InterCity Express Programme

**Initial work is indicating that interventions are required throughout the whole route, that the mix of traffic with different speeds is an overriding issue and there may be conflicting movements at junctions and stations i.e. Peterborough. However, there is also potential for use of loop lines i.e. Hitchin/ Cambridge/ Ely/Peterborough.**

### Key constraints between Kings Cross to Peterborough:

- Kings Cross – turnaround times
- Outer Suburban (services to St. Neots, Huntingdon and Peterborough) – Stevenage turnback, standing time in Kings Cross
- Welwyn Viaduct – two-track section, speed mix, conflict with stopping and freight services
- Welwyn to Peterborough – speed mix on slow lines, including freight, 2-track section at Stilton Fen, station operations/overlaps
- Emerging demands of Thameslink services
- Lack of electrification Ely to Peterborough

Possible options may include the ‘spreading’ of stopping patterns for long-distance services to other stations i.e. possible future Lincoln and Grimsby services to Kings Cross potentially stopping at Huntingdon and St. Neots, rather than all at Peterborough. Need also to consider interchange at Sandy via East West rail and its importance as a possible major interchange/hub.

An early intervention is Huntingdon to Woodwalton four tracking project. This scheme continues consultation to reinstate the 4<sup>th</sup> track between Huntingdon and Wood Walton Fen.

### The current timeline is:

- Spring/Summer 2017 – Public Consultation
- Summer/Autumn 2017 – Scheme design finalisation and application submission
- 2018 – Abbots Ripton level crossing closure
- Summer 2018 to Autumn 2020 – Main Works
- Winter 2020 – Opening to services

Thameslink services are still planned to arrive through Huntingdon and St. Neots circa 2019 via Kings Cross St. Pancras/Farringdon/London Bridge to south of London and the south coast.

## 5 KEY IMPACTS / RISKS

- 5.1 The Strategic Transport Study remains the key risk to the timetable for the remaining stages of the Local Plan process. The September 2016 report left the timetable as set out in the June 2016 report unchanged, but highlighted that it would be impacted by any further delays in the Strategic Transport Study and/or SFRA. The revalidated Cambridge Sub-Regional Model (CSRM) was originally anticipated to be complete by the end of May 2016 but was not completed by Atkins, the County Council's consultants, until the third week in November 2016. There still remains some uncertainty over the timeline for delivery of the Strategic Transport Study which makes the production of a definitive timetable for preparation of the HLP2036 difficult at present. This is because the process of the identification and assessment of mitigation packages for each scenario is iterative, involving rounds of modelling, and needs to be complete to demonstrate a deliverable preferred development strategy. This iterative process is a critical piece of evidence; progressing to submission and examination without it would be futile as it would be sought by any Inspector and its omission give rise to many objections. The table below has been revised from the one in the June and September reports as it is now expected that sufficient outcomes from the study to prepare the preferred development scenario will be available in January 2017 but the final report will not be complete at that time.
- 5.2 The table below has also been updated to reflect the timescales set out above in relation to the finalisation of the other evidence.
- 5.3 Once all the evidence is complete and the proposed submission HLP2036 draft prepared it is necessary to complete a Habitats Regulations Assessment (HRA); this includes a statutory 5 weeks consultation period with specified stakeholders including Natural England and the Environment Agency. The proposed submission HLP2036 cannot be finalised for statutory consultation until the HRA is complete and necessary amendments made.
- 5.4 Although the completion of the re-validation of the CSRM by the County Council was 6 months later than originally expected, Officers continue to make considerable efforts to seek to ensure that the timescale for the Statutory consultation on, and submission of, the Local Plan is only one month later than anticipated in the June and September reports. This includes at least weekly conversations with Atkins and Mott McDonald to push the Strategic Transport Study forward and commissioning work on the HRA to begin based on all four scenarios rather than waiting for the preferred scenario to be determined before work began. Importantly, the timetable below still enables the Council to meet the expected requirement to submit a new Local Plan to the Secretary of State by the end of March 2018.

Timetable: Key stages- completed	
Sustainability appraisal scoping report	February – March 2012
Issues and options consultation	May – June 2012
Strategy and Policy consultation	August – November 2012
Full draft Local Plan (stage 3) consultation	May – July 2013
Additional sites consultation	November – December 2013
(Long Term Transport Strategy preparation led by Cambridgeshire County Council)	May – November 2014
Huntingdonshire Local Plan to 2026: Targeted	January – March 2015

Consultation 2015	
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Timetable: key stage – to be completed/undertaken	
Finalisation of evidence base – including Housing and Employment Land Availability Assessment, Strategic Flood Risk Assessment, Growth & Investment Infrastructure Delivery Plan, Growth Viability Assessment and Gypsy and Traveller Accommodation Needs Assessment	August 2015 - November 2016 <b>January 2017</b>
Strategic Transport Study in collaboration with Cambridgeshire County Council	January 2016 - December 2016 <b>February 2017</b>
Statutory consultation on proposed submission Local Plan to 2036 (Reg. 19)	May – June 2017 <b>June – July 2017</b>
Submission to Secretary of State	November 2017 <b>December 2017</b>
Estimated examination	November 2017 – April 2019 <b>December 2017- May 2019</b>
Receipt of Inspector's report	May 2019 <b>June 2019</b>
Estimated date for adoption	June 2019 <b>July 2019</b>

## 6 LINK TO THE CORPORATE PLAN, STRATEGIC PRIORITIES AND / OR CORPORATE OBJECTIVES

6.1 The production of the HLP2036 and associated evidence relates to the 2016/17 strategic priority of Delivering Sustainable Growth and specifically two associated strategic objectives.

6.2 The first objective under the strategic priority is as follows:  
*“To improve the supply of new and affordable housing, jobs and community facilities to meet future need.”*

*Our work programme includes:*

- *“ensuring an adequate supply of housing to meet objectively assessed needs;*
- *planning and delivering the provision of decent market and affordable housing for current and future needs;*
- *ensuring that there are the right community facilities to accommodate the housing growth.”*

6.3 The relevant key actions for 2016/18 are:

- prepare the Local Plan;
- facilitate delivery of new housing on the large strategic sites at:
  - St Neots
  - Wyton
  - Alconbury Weald
- maintain a 5 year housing supply position

6.4 The second related objective under the strategic priority is as follows:  
*“To remove infrastructure barriers to growth”*

*Our work programme includes:*

- *influencing the development of the Highways and Transport Infrastructure Strategy; and*
- *facilitating the delivery of infrastructure to support housing growth.*

## **7 RESOURCE IMPLICATIONS**

- 7.1 A single Planning Policy earmarked reserve was agreed at the Cabinet meeting of 17 March 2016 enabling money to be drawn down to support production of the evidence base. It is expected that any additional funding needed can be drawn from this.

## **8 REASONS FOR THE RECOMMENDED DECISIONS**

- 8.1 To update Members on preparation of the HLP2036 and its associated evidence base and raise awareness of the risks and implications for the timetable. To update Members in relation to highways and transport infrastructure projects.

## **BACKGROUND PAPERS**

[Cabinet Report 22 September 2016 Item](#)

[HM Treasury July 2015 Fixing the Foundations](#)

[Written Ministerial Statement July 2015 Local Plans](#)

[Written Ministerial Statement 18 June 2015 on Wind Turbine Development](#)

## **CONTACT OFFICER**

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**CURRENT ACTIVITIES OF THE COMMUNITIES AND ENVIRONMENT AND PERFORMANCE AND CUSTOMERS PANELS**

STUDY	OBJECTIVES	PANEL	STATUS
Hinchingsbrooke Hospital	To review the plans for the merger of the Trusts running Hinchingsbrooke Hospital and Peterborough and Stamford Hospitals.	Communities and Environment	<p>Mr McCarthy, Chief Executive Officer at Hinchingsbrooke Health Care NHS Trust attended two special meetings of the Panel (June and October 2016) to discuss the Business Case for merger of the Trusts running Hinchingsbrooke, Peterborough and Stamford Hospitals.</p> <p>The Panel has sent a response to Mr Burns, Chairman of Hinchingsbrooke Health Care NHS Trust, outlining the Council's objections and concerns for the merger.</p> <p><b>This item will be removed from the Work Programme after the Panel meeting in December 2016.</b></p>
Huntingdonshire CCTV Network	Examine the utilisation of CCTV and identify whether they are value for money.	Communities and Environment	<p>At the request of the Executive Leader, Members agreed to examine the utilisation of CCTV in the market towns by Cambridgeshire Constabulary.</p> <p>The Panel are to discuss a scoping document at their meeting in December 2016.</p>
Future of Hinchingsbrooke Country Park, Paxton Pits, Godmanchester Nursery and Public Rights of Way	To be confirmed.	Communities and Environment	<p>Members agreed at the Scrutiny Work Programming Session in September 2016 that this topic requires further scrutiny. The Panel, at its meeting in October 2016, decided to include the item on to its work programme.</p> <p>The Panel received an exempt report at its meeting in November 2016 on the contractual arrangements and potential improvement programme of Hinchingsbrooke Country Park.</p>
Shared Services Strategy	To be decided.	Performance and Customers	<p>Members agreed at the Scrutiny Work Programming Session on 20th September that this area requires scrutinising. The Panel will decide at its meeting on 2nd November whether to accept the item onto the work programme and how to proceed.</p>

STUDY	OBJECTIVES	PANEL	STATUS
Cambridgeshire County Council Budget Scrutiny	To review the Cambridgeshire County Council's Budget proposals and assess their impact upon Huntingdonshire and its residents.	Performance and Customers	<p>Following the budget scrutiny exercise during the last Municipal Year, the County Council have decided to carry out a budget scrutiny exercise for 2017/18.</p> <p>Chris Malyon, Director of Finance and Christine May, Interim Service Director: Infrastructure Management and Operations at the County Council will be in attendance at the Overview and Scrutiny Panel (Performance and Customers) meeting on 5th December 2016 to discuss the budgets of every County Council service.</p>
Commercialisation	To be decided.	Performance and Customers	Members agreed at the Scrutiny Work Programming Session on 20th September that this area requires scrutinising. The Panel will decide at its meeting on 2nd November whether to accept the item onto the work programme and how to proceed.
Use of Council Assets	To be decided.	Performance and Customers	Members agreed at the Scrutiny Work Programming Session on 20th September that this area requires scrutinising. The Panel will decide at its meeting on 2nd November whether to accept the item onto the work programme and how to proceed.
Taxi and Hackney Carriages Policies	To be decided.	Performance and Customers	Members agreed at the Scrutiny Work Programming Session on 20th September that this area requires scrutinising. The Panel will decide at its meeting on 2nd November whether to accept the item onto the work programme and how to proceed.
Bus Departure Levy	To explore the possibility of introducing a bus departure levy at the Council's bus stations.	Performance and Customers	<p>At its meeting in January 2016, the Overview and Scrutiny Panel (Finance and Performance) agreed that the Bus Departure Levy should be explored.</p> <p>To date no work has been done on the levy and the Panel have to decide whether to keep it on the work programme and how to proceed.</p>

Panel Date	Decision	Action	Response	Date
06/10/16	<p><b><u>Local Plan To 2036</u></b></p> <p>Members agreed to keep the Local Plan to 2036 on the work programme. A task and finish group has not be established however the Panel have agreed that the Chairman should become the Panel expert on the topic.</p>		The Panel is to receive an update on the Local Plan at its meeting in December 2016.	08/12/2016
06/10/16  03/11/16	<p><b><u>Parking Strategy</u></b></p> <p>The Panel received the Review of Fees and Charges – Car Parks report. Members decided that a task and finish group should be established to review all the options for car park fees.</p> <p>The Panel discussed the Parking Strategy Task and Finish Group following Cabinet’s agreement to the establishment of the group.</p>	The Panel appointed Councillors D B Dew, R Fuller, I D Gardener and T D Sanderson to the group.	Officers need to establish how the task and finish group will work with the Executive Leader’s task force on car parks.	To be decided.
06/10/16  03/11/16	<p><b><u>Devolution</u></b></p> <p>Members agreed to keep Devolution on the work programme however before appointing a Panel expert, Members would like to invite the relevant Executive Councillor responsible to a future Panel meeting to update the Panel on what work has been done so far.</p> <p>The Panel received an update on Devolution from the Executive Leader.</p>			

Panel Date	Decision	Action	Response	Date
06/10/16	<p><b><u>Community Resilience Plan including relationships with Parish and Town Councils and the County Council</u></b></p> <p>Members agreed to keep the topic on the work programme however before appointing task and finish group, Members would like to invite the relevant Executive Councillor responsible to a future Panel meeting to update the Panel on what work has been done so far.</p>	An invite will be sent to the Executive Councillor for Community Resilience to attend a future Panel meeting.		
06/10/16	<p><b><u>Housing Working Group</u></b></p> <p>Members agreed that a Housing Working Group (formally known as the Affordable Housing Working Group and the Registered Social Providers Working Group) should be resurrected to review housing policy as and when required.</p>			
03/11/16	Members noted that the Housing Strategy will be presented to the Panel in January 2017.	The Panel decided to reconstitute the Housing Working Group with Councillors D B Dew, R Fuller and T D Sanderson appointed to the group.	Officers are working on a scoping document for consultation with the Panel.	<b>To be decided.</b>
07/07/16	<p><b><u>Town Centres/High Street Viability</u></b></p> <p>Following a suggestion from a Member it was decided that Town Centres/High Street Viability should be scrutinised in order to help shape future policies for town centre uses.</p>	Working to include the investigation of the following areas: Marketing, Car Parks,		

Panel Date	Decision	Action	Response	Date
06/10/16	Members have agreed to accept the topic on to the work programme and invite the relevant Executive Councillors to future meetings of the Panel to update Members on their work.	Licensing, Property Portfolio and BID Huntingdon.	BID Huntingdon will be attending a Panel meeting in February 2017 to explain its work.	02/02/2017
Quarterly	<p><b><u>Reports Due/Regular Items</u></b></p> <p><b>Representatives on External Organisations</b> Selected Members represent the Council on various External Organisations.</p> <p><b>Huntingdonshire Infrastructure Business Plan</b> The Panel requested sight of the report prior to submission to Cabinet.</p> <p><b>Huntingdonshire Design Guide</b></p> <p><b>Marketing Strategy Work Programme</b> The Panel have requested annual updates on the work programme.</p>	<p>The Panel received an update report at its meeting in November 2016.</p> <p>The Panel received a report in December 2015.</p> <p>SPD to be complete this year.</p> <p>The Panel is to receive annual updates on the marketing strategy work programme.</p>	<p>Next report is due at the Panel meeting in February 2017.</p> <p>Next update is due at the Panel meeting in December 2016</p> <p>SPD to be complete this year.</p> <p>Report was presented in July 2016.</p>	<p>02/02/2017</p> <p>08/12/2016</p> <p>July 2017</p>

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