

**PROGRESS TO DATE
(Report by the Head of Administration)**

1. INTRODUCTION

- 1.1 The Panel have asked for the submission of a brief progress report to their monthly meetings to monitor action taken and the response to any recommendations which they have made.

2. PROGRESS REPORT


- 2.1 The monthly progress report therefore is attached which covers all outstanding items. Actions previously reported upon as having been completed have been deleted from the report as the process rolls forward. The report is in tabular form and comprises a brief synopsis of the Panel's decisions and the subsequent action taken.

3. CONCLUSION

- 3.1 The Panel are requested to note the contents of the attached report.

BACKGROUND INFORMATION

Minutes and Reports of the Overview & Scrutiny Panel (Planning and Finance/
Service Support)

Contact Officer: Mrs C Bulman –Democratic Services Officer
 (01480) 388234

Panel Date	<u>Decision</u>	<u>Action</u>	<u>Response</u>	<u>Date</u>
	CAR PARKING STRATEGY			
15/01/08	Panel approved the Strategy and revised car parking charges but made some recommendations.			
20/02/08	Subsequent Cabinet decision on Car Parking Strategy Plan was called in. Agreed to refer the decisions on the Car Parking Action Plan back to the Cabinet for further consideration alongside a number of recommendations by the Panel.	Panels recommendations considered by the Cabinet at their meeting on 21 st February 2007.		
11/03/08	Considered the Cabinet's response to the call in, their resulting decisions and other developments.	Report submitted to Cabinet on 13 th March asking Cabinet to consider the adoption of Option 1 Hybrid. Also asked Executive Councillor to consider the differential between the 2 hour / 3 hour charge in the Inner Car Parks and the retention of 50p charge for one hour on-street parking.	Cabinet adopted Option 1 Hybrid.	
	PARISH CHARTER WORKING GROUP			
06/07	Agreed to establish a working group to review the draft Parish Charter on the Council's relationship with Town and Parish Councils in the District..	Meetings of the working Group held in August and September 2007.	Parish Charter Questionnaire sent out. Responses now received and being collated.	June 08
	TOWN CENTRE INITIATIVES			
13/03/08	Endorsed the report of the working group and their recommendations for submission to Cabinet.	Cabinet to consider the report at their meeting on 3 rd April 2008.	Update to be provided at Panel's April meeting.	April 08

Panel Date	<u>Decision</u>	<u>Action</u>	<u>Response</u>	<u>Date</u>
<p data-bbox="129 233 262 260">12/02/08</p> <p data-bbox="129 571 262 598">11/03/08</p>	<p data-bbox="286 165 734 193">THE COUNCIL'S TRAVEL PLAN</p> <p data-bbox="286 233 1010 296">Endorsed the report of the working group and their recommendations for submission to the Cabinet.</p> <p data-bbox="286 437 1010 536">Further consideration to be given by the Working Group to possible incentives for employees to use public transport or travel by foot or cycle.</p> <p data-bbox="286 571 1010 667">Panel requested Corporate Governance Panel to consider those recommendations relating to Member's allowances</p> <p data-bbox="286 708 1010 804">Asked Head of Environmental Management to consider those recommendations relating to the preparation of a new Environment Strategy</p>	<p data-bbox="1037 233 1559 400">Cabinet approved the recommendations and requested that they be investigated in the context of the emerging Environment Strategy, the car parking action plan and the travel plan.</p> <p data-bbox="1037 437 1458 464">To be considered at a later date.</p> <p data-bbox="1037 571 1559 667">Report considered by the Corporate Governance Panel at their meeting on 26th March 2008.</p> <p data-bbox="1037 708 1559 804">Email sent to Head of Environmental Management drawing his attention to relevant recommendations.</p>	<p data-bbox="1585 437 1890 501">Included in future list of studies.</p> <p data-bbox="1585 571 1989 635">Corporate Governance Panel endorsed recommendations.</p> <p data-bbox="1585 708 1995 868">Email sent from Head of Environmental Management to Chairman of Panel. Reports on Pool Car Emissions and costs to be prepared at a later date.</p>	
<p data-bbox="129 916 262 943">12/02/08</p>	<p data-bbox="286 916 763 943">CYCLING IN HUNTINGDONSHIRE</p> <p data-bbox="286 983 1010 1110">Endorsed the Working Group's report and recommendations for submission of the Cabinet and requested that the study recommendations be placed on the progress report for future monitoring.</p> <p data-bbox="286 1155 920 1182"><i>[Recommendations are appended to this report].</i></p>	<p data-bbox="1037 983 1559 1382">Considered by the Cabinet at their meeting on 12th February 2008. Cabinet noted the recommendations and requested a further report by officers addressing the wider issue of Section 106 funding and partnership working. Agreed that discussions should be held with Cambridgeshire County Council regarding their offer to update the Huntingdonshire Cycling Strategy and the issue of partnership working on cycling provision.</p>	<p data-bbox="1585 983 1995 1110">Agreed to delay any further action and response until preparation of report by Head of Policy & Strategic Services.</p>	<p data-bbox="2018 1083 2130 1110">June 08</p>

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15/01/08	HEAVY GOODS VEHICLE PARKING IN THE DISTRICT Requested that preliminary work should commence on drawing together the pertinent issues to enable the study to commence.	Transportation Team Leader asked to investigate the matter and forward details to working group meetings.		
12/02/08	Agreed to establish a working group comprising Councillors K M Baker, P H Dakers, P M D Godfrey and L W McGuire to identify and review the issue of Heavy Goods Vehicle parking throughout the District.	Efforts being made to arrange First meeting.		
12/02/08	PETITION BY ST AUDREY LANE AREA RESIDENTS, ST IVES Asked for a robust reply to be sent to Anglian Water Requested submission of a report on the respective responsibilities of the relevant agencies with a view to the possible invitation to Anglian Water for a representative from the company to attend a future meeting of the Panel.	Update report included on Agenda for April meeting. Item No. 4 refers.		
12/02/08	SPEAKING AT DEVELOPMENT CONTROL PANEL MEETINGS Agreed that comments should be invited from all Members on the operation of the procedure for public speaking at meetings of the Development Control Panel and co-ordinated for submission to the Development Control Panel.	Questionnaire being devised by Democratic Services.		

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09/01/07	<p>REVIEW OF LOCAL PROCUREMENT</p> <p>Endorsed the recommendations of the Working Group established to consider the question of local procurement by the Council. In light of the issues raised, agreed that the Chairman, Vice Chairman, Executive Councillor and Members of the Working Party should meet with representatives of the Huntingdonshire Business Network, Federation of Small Businesses and the Chamber of Trade.</p>	<p>Meeting held on 28th February 2007. Positive outcomes, agreed that a number of measures be explored to improve local business awareness of future contracts. Suggested future meeting should be arranged to keep communication channels open.</p>		
13/03/07	<p>Agreed that Working Group should continue in existence to monitor progress in Autumn and meet with the business community at this time.</p>	<p>Subsequent meeting held on 22nd November 2007. Report presented at Panel's December meeting.</p>	<p>Further meeting to be held in new Municipal Year to review progress and consider the implications of the Council's emerging Environment Strategy.</p>	July 08
12/06/07	<p>CORPORATE PLAN – GROWING SUCCESS</p> <p>Considered the process and timetable for reviewing and updating the Council's Corporate Plan. Noted that further work would be undertaken by the advisory group in the coming year.</p>		<p>Quarterly reports submitted to Overview & Scrutiny. Next report June 08.</p> <p>Working Group established to review information prior to Panel meeting. Next meeting 17th May 2008.</p> <p>Working Group also to act as a conduit between the Panels and the LAA Board.</p>	June 08

Panel Date	<u>Decision</u>	<u>Action</u>	<u>Response</u>	<u>Date</u>
	LOCAL AREA AGREEMENTS			
10/01/06	Head of Policy to investigate feasibility of the results of the quarterly monitoring of the LAA and LPSA performance being reported to the relevant O&S Panels.	Presentation given to Corporate & Strategic Framework Panel in January 07. Recommendations made to LAA Board.	Corporate Plan Working Group to act as a conduit between the Panel and the LAA Board.	
15/01/08	Minutes of future meetings of the Cambridgeshire Together Local Accountability Committee should be circulated to all Panel Members.	Next meeting March 2008. R West attended and update the Panel in April.	Minutes not yet available.	
	CALL CENTRE MONITORING			
13/11/07	Requested that quarterly performance reports be circulated informally to Members of the Panel and an item included on the agenda every 6 months in future.	Next informal report to Panel due June 2008 Formal report due September		June 08 Sept 08
	AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT			
13/11/07	Requested that copies of the Strategic Housing Market Assessment proposed in the SPD should be distributed when this became available.	Development Plans and Implementation Manager asked to provide further information as to its availability (20/03/08)	Given the size of the SHMA it requires some interpretation. Head of Housing preparing a report for Cabinet on housing aspects which may be sufficient for now.	
	BUILDINGS OF SPECIAL ARCHITECTURAL OR HISTORIC INTEREST			
11/12/07	Requested submission of a report to a future meeting on the process involved in the listing and de-listing of buildings of special architectural or historic interest.	Report presented to March 2008 meeting	Head of Planning Services to write to Councillor Godfrey concerning issues relating to Pike and Eel, Needingworth.	

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	<p>MONITORING OF SECTION 106 AGREEMENTS</p>			
14/04/05	Quarterly reports to be submitted to the Panel.	Next report due June 2008. Head of Policy & Strategic Services asked to include details of any non-monetary receipts as well as income in future reports.	Advised by Head of Planning Services that government consultation regarding possible levels / ways of working would be available later in the year and he would report back to the Panel at this time.	
14/04/05	Consideration to be given to the monitoring of expenditure by Cambridgeshire Horizons on infrastructure development at a future meeting.		Panel discussed possibility of establishing a s106 working group	
12/12/06	Asked Head of Planning Services to consult the Panel on any consultation on possible planning gain supplement development tax which would lead to changes in policy as this became available.	Update on Section 106 and the introduction of Planning gain supplement requested.	Email from Head of Planning Services circulated to Panel. (June 07)	
			Government abandoned previous proposals to introduce planning gain supplement. Currently consulting on potential introduction of a community infrastructure levy. Seminar held for all members regarding current s106 procedures and the potential introduction of CIL held on 4 th March.	
11/09/07	Request for further information on the mechanisms for ensuring that money received from s106 agreements is spent for the purpose specified in the agreement.			

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11/12/07	Executive Councillor for Operations, Parks and Countryside asked to consult with the Panel on any proposals that emerged from his investigations into the review of the s106 process.	First Meeting to be convened.		
12/02/08	Agreed to establish a working Group comprising Councillors P J Downes, D Harty, M F Newman and R G Tuplin to investigate the current Section 106 Agreement Mechanism for the negotiation of agreements and the distribution of money received.			
11/03/08	Agreed to arrange interview with Councillor Bates to seek strategic guidance to ensure that the work of the group takes the same direction as intended by the leadership.			

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13/11/07	<p>LOCAL PETITION AND CALLS FOR ACTION</p> <p>Head of Administration drew attention to “community calls for action” proposals contained in recent legislation which was intended to enable the public to raise issues for scrutiny and would submit a report on the implications when the guidance had been issued by Government.</p>	<p>Report submitted to February meeting inviting comments on a consultation paper from the Department for Communities and Local Government on local petitions and calls for action.</p>	<p>Subject to a number of proposed amendments to reflect the comments of the Panel, endorsed the proposed answers to the consultation.</p> <p>Further reports to be submitted on legislative changes to overview and scrutiny when guidance and regulations emerge.</p>	<p>Unknown</p>
<p>12/09/06</p> <p>09/01/07</p> <p>09/07</p>	<p>ICT DEVELOPMENTS</p> <p>Requested further information on the current status of the Pilot of mobile technology within the Benefits Division.</p> <p>Requested sight of forthcoming reports prior to their consideration by Cabinet:-</p> <p>❖ Flexible Working Strategy</p> <p>Asked for a future report on the outcome of the home working project in the Revenues and Benefits and Environmental and Community Health Service Divisions be submitted to a future meeting.</p> <p>❖ Revised Customer Service Strategy</p>	<p>Report on progress of trial and demonstration submitted to December meeting.</p> <p>Briefing Note on Flexible Working Strategy submitted to Panel’s September meeting.</p> <p>Customer Service Strategy considered at a special meeting of the Corporate & Strategic Framework</p>	<p>Further report on the outcome to be submitted to Panel meeting prior to consideration by Cabinet.</p> <p>Report from the Project Team on the full Time Home working pilot. Expected June 2008</p> <p>Panel endorsed the content of the Strategy.</p>	<p>June 08</p>

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	FORWARD PLAN			
11/04/06	Review of Payments from recycling credits Circulate report to Members when available		No current plans to change the basis on which recycling credits are paid to Parishes. (20/03/08)	
11/09/07	Development Control Policies Preferred Options Circulate when available		Next report scheduled to be considered by the Cabinet in July 08.	July 08
09/10/07	Huntingdon West Area Action Plan Request that the report should be considered at a future meeting of the Panel.		Advised by Development Plans and Implementation Manager that this has been delayed until July 2008.	July 08
09/10/07	Kerbside Collection of Glass Requested sight of document when this becomes available.	Will not be proceeding in foreseeable future. Matter will be reconsidered in 2010.	Will remove from progress report next time.	
13/11/07	Parish Plans and Local Plan Policy Circulate report when this becomes available.		Delayed.	

12/02/08	<p>Shared Services</p> <p>Agreed that report on Shared Services should be considered at the March meeting of the Panel prior to its consideration by the Cabinet.</p>	<p>Report updating Members on the current progress of the Shared Services Initiatives included on March Agenda.</p>	<p>Report noted.</p>	
12/02/08	<p>Environment Strategy</p> <p>Chairman to liaise with Chairman of the Service Delivery Panel on the mechanism for scrutinising the report on the Environment Strategy and Action Plan when this became available.</p>	<p>Meeting of Corporate & Strategic Framework Panel arranged for 1st April 2008. All Members of Overview & Scrutiny invited to attend.</p>	<p>Chairman to update Members on the outcome of this meeting.</p>	
13/03/08	<p>Regional Spatial Gypsy & Traveller Policy</p> <p>Report requested for April meeting.</p>	<p>Included on Agenda for April meeting. Agenda Item No 5 . refers.</p>		<p>April 08</p>

RECOMMENDATIONS ARISING FROM CYCLING IN HUNTINGDONSHIRE

- (a) that the offer by the County Council to update the Council's existing cycling strategy and to prepare an action plan for its implementation be welcomed and officers requested to conclude this work within the next six months;
- (b) that, following completion of the strategy and action plan, specific contributions be sought in Section 106 Agreements for cycleway provision in Huntingdonshire in appropriate cases;
- (c) that contributions negotiated under (b) above be retained by the District Council for expenditure on implementation of the cycling strategy action plan;
- (d) that the District Council seek the allocation of specific funding through the Local Transport Plan for cycleway provision in Huntingdonshire;
- (e) that the approval of individual cycleway schemes continue to be the responsibility of the Huntingdonshire Traffic Management Area Joint Committee with District Council expenditure continuing to be allocated on a scheme by scheme basis.