

AREA OF REVIEW	DETAILS/COMMENTS
Title of Study (name of Working Group)	Section 106 Working Group
Appointing Panel	Overview and Scrutiny (Service Support) Panel
Members Assigned (including date Working Group appointed)	Councillors P J Downes, D Harty, M F Newman and R G Tuplin Appointed by Panel on 12 th February 2008.
Possible Co-Options to the Group	Councillor T D Sanderson Appointed by Panel on 8 th April 2008.
Interests Declared	Councillors P J Downes and D Harty as members of Cambridgeshire County Council.
Rapporteur	Councillor D Harty
Officer Support	Mr Roy Reeves – Head of Administration, HDC Mrs Claire Bulman –Democratic Services, HDC Mr Steve Ingram – Head of Planning Services, HDC Mr Ian Leatherbarrow – Head of Policy & Strategic Services
Purpose of Study / Objective (specify exactly what the study should achieve)	To investigate the Section 106 process adopted by the Council including the relationship with other infrastructure partners and make recommendations if improvements are thought to be necessary.
Rationale (key issues and/or reason for conducting a study)	Arising from Members concerns relating to S106 monitoring reports and the study by the Cycling Working Group which found it difficult to create an audit trail of money spent by different authorities.
Terms of Reference	To be agreed at next meeting of the Group.
Links to Council Policies/Strategies	Links to Council's Policy Framework.

ACTION BY WORKING GROUP	
Methodology / Approach (what types of enquiries will be used to gather evidence)	Information from Heads of Service, Partner Organisations and other Members of the Council.
External/Specialist Support	N/A
Existing Documentation	Current monitoring reports Report of the Cycling Working Group ~ Feb 2008
Evidence to be Obtained (e.g. witnesses, documents, site visits, consultation, research, etc)	Most of the evidence will be obtained by the Democratic Services Team together with information from Operational Services Directorate.
Reference Sites	To be established

Investigations	Initially presentations to be made by Heads of Planning Services, Operations, Housing Services and Policy & Strategic Services. Partner organisations also to be invited to attend. Questionnaire to be issued to all members at a later date.
Witnesses	As above.
Site Visits (if necessary) (where and when)	N/A at current time.
Meetings of the Working Group	20th May 2008.
Costs (resource requirements, additional expenditure, time)	Officer time ~ both to provide support and to conduct research. No other external costs identified to date.
Possible Barriers to the Study (potential weaknesses)	None identified.
Projected Timescale (Start and end times)	Start ~ 12 th February 2008 Finish – October 2008