

**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)

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| <b>Panel Date</b> | <b><u>Decision</u></b>  | <b><u>Action</u></b>   | <b><u>Response</u></b>   | <b><u>Date</u></b> |
|-------------------|---|--|--|--------------------|
| <b>06/07</b>      | <p><b>PARISH CHARTER WORKING GROUP</b></p> <p>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.</p>   | Meetings of the working Group held in August and September 2007.   | Next meeting of Working Group to be held on 2 <sup>nd</sup> June 2008.   | <b>June 08</b>     |
| <b>12/02/08</b>   | <p><b>THE COUNCIL'S TRAVEL PLAN</b></p> <p>Endorsed the report of the working group and their recommendations for submission to the Cabinet.</p> <p>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>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>To be considered at a later date.</p> | Included in future list of studies.  |                    |
| <b>11/03/08</b>   | <p>Panel requested Corporate Governance Panel to consider those recommendations relating to Member's allowances</p> <p>Asked Head of Environmental Management to consider those recommendations relating to the preparation of a new Environment Strategy</p>   | <p>Report considered by the Corporate Governance Panel at their meeting on 26<sup>th</sup> March 2008.</p> <p>Email sent to Head of Environmental Management drawing his attention to relevant recommendations.</p>                | <p>Recommendations endorsed by full Council.</p> <p>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> |                    |

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| <b>12/02/08</b>   | <p><b>CYCLING IN HUNTINGDONSHIRE</b></p> <p>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><i>[Recommendations are appended to this report].</i></p>  | <p>Considered by the Cabinet at their meeting on 12<sup>th</sup> 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>Report updating the Panel on the current position the review of the Cycling Strategy and the provision for funding for Huntingdonshire in the LTP included on Agenda for this meeting. Agenda Item No. 5 refers</p> | <b>June 08</b>     |
| <b>12/02/08</b>   | <p><b>HEAVY GOODS VEHICLE PARKING IN THE DISTRICT</b></p> <p>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.</p>  | <p>First meeting held on 25<sup>th</sup> April 2008.</p>  | <p>Report of the Working Group to be considered at June Panel meeting. Agenda item No. 6 refers</p>  | <b>June 08</b>     |
| <b>12/02/08</b>   | <p><b>PETITION BY ST AUDREY LANE AREA RESIDENTS, ST IVES</b></p> <p>Asked for a robust reply to be sent to Anglian Water.</p> <p>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.</p> | <p>Letter sent 9<sup>th</sup> April 2008.</p> <p>Representative from Anglian Water invited to attend a future meeting of the Group.</p> <p>Councillors K Baker, M G Baker and J W Davies appointed to a Working Group for the purpose of obtaining further information from local residents.</p>  | <p>Anglian Water to attend Panel meeting on 8<sup>th</sup> July 2008.</p> <p>Site visit held on 20<sup>th</sup> May 2008.</p>  |                    |

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| <b>12/02/08</b>   | <p><b>SPEAKING AT DEVELOPMENT CONTROL PANEL MEETINGS</b></p> <p>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.</p>  | <p>Questionnaire circulated to all Members of the Council.</p> <p>Additional Questionnaire also circulated to members of the public who had addressed the Development Control Panel within the past year.</p>   | <p>Responses received from 12 Members.</p> <p>Responses being collated. Report to be prepared for Panel meeting in July 08.</p>                          | <b>July 08</b>     |
| <b>09/01/07</b>   | <p><b>REVIEW OF LOCAL PROCUREMENT</b></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 28<sup>th</sup> 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> |  |                    |
| <b>13/03/07</b>   | <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 22<sup>nd</sup> 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> | <b>August 08</b>   |
| <b>14/05/08</b>   | <p><b>CORPORATE PLAN – GROWING SUCCESS</b></p> <p>Councillors M G Baker, J A Gray and R G Tuplin appointed to Corporate Plan Working Group.</p>   | <p>Quarterly reports submitted to Overview &amp; Scrutiny.</p> <p>Working Group to act as a conduit between the Panels and the LAA Board.</p>   | <p>Meeting held on 15<sup>th</sup> May 2008. Further meetings to be arranged.</p>  | <b>June 08</b>     |

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|                   | <b>LOCAL AREA AGREEMENTS</b>   |  |                        |                    |
| <b>15/01/08</b>   | Minutes of future meetings of the Cambridgeshire Together Local Accountability Committee should be circulated to all Panel Members.                        |  |                        |                    |
| <b>14/05/08</b>   | Councillor J A Gray appointed to Joint Accountability Committee. Substitute members to be appointed in consultation with Head of Administration.           | Next meeting 22 <sup>nd</sup> October 2008 at 18.00pm. |                        |                    |
|                   | <b>CALL CENTRE MONITORING</b>  |  |                        |                    |
| <b>13/11/07</b>   | 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. | Formal report due September                            |                        | <b>Sept 08</b>     |
|                   | <b>AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT</b>  |  |                        |                    |
| <b>13/11/07</b>   | Requested that copies of the Strategic Housing Market Assessment proposed in the SPD should be distributed when this became available.                     | Copy provided to Chairman for further consideration.   |                        |                    |

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| <b>14/04/05</b> | <p><b>MONITORING OF SECTION 106 AGREEMENTS</b></p> <p>Quarterly reports to be submitted to the Panel.</p>   | <p>Next report due June 2008. Head of Policy &amp; Strategic Services asked to include details of any non-monetary receipts as well as income in future reports.</p>  |   |                |
| <b>12/12/06</b> | <p>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.</p>  | <p>Email from Head of Planning Services circulated to Panel. ( June 07)</p>   | <p>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<sup>th</sup> March.</p> |                |
| <b>11/09/07</b> | <p>Request for further information on the mechanisms for ensuring that money received from s106 agreements is spent for the purpose specified in the agreement.</p>   |   |   |                |
| <b>11/12/07</b> | <p>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.</p>  |   |   |                |
| <b>12/02/08</b> | <p>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.</p> | <p>Group asked 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. First meeting held on 20<sup>th</sup> May 2008.</p> | <p>Agreed that Scrutiny would undertake an all encompassing review of s106 agreements. Further meeting of the working group to be arranged with relevant Heads of Service and partner organisations.</p>  | <b>June 08</b> |

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| <b>13/11/07</b> | <p><b>LOCAL PETITION AND CALLS FOR ACTION</b></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> | <b>Unknown</b>   |
| <b>12/09/06</b> | <p><b>ICT DEVELOPMENTS</b></p> <p>Requested further information on the current status of the Pilot of mobile technology within the Benefits Division.</p>  | <p>Report on progress of trial and demonstration submitted to December meeting.</p>   | <p>Briefing Paper circulated to Members of the Panel for information.</p>   | <b>Autumn 08</b> |
| <b>09/01/07</b> | <p>Requested sight of forthcoming reports prior to their consideration by Cabinet:-</p> <p>❖ <b>Flexible Working Strategy</b></p>  | <p>Briefing Note on Flexible Working Strategy submitted to Panel's September meeting.</p>   |   |                  |
| <b>09/07</b>    | <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>Report to be included on future agenda.</p>  |                  |

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|                   | <b>FORWARD PLAN</b>   |                      |   |                    |
| <b>08/04/08</b>   | <b>Development Control Policies Preferred Options</b><br>Requested that report should be considered at a future meeting of the Panel. |                      | To be included on Agenda for September meeting. | <b>Sept 08</b>     |
|                   | <b>Core Strategy</b><br>Requested that report should be considered at a future meeting of the Panel.                                  |                      | Agenda Item No.4 refers.                        | <b>June 08</b>     |
| <b>09/10/07</b>   | <b>Huntingdon West Area Action Plan</b><br>Requested that the report should be considered at a future meeting of the Panel.           |                      | To be included on agenda for September meeting. | <b>Sept 08</b>     |
| <b>13/11/07</b>   | <b>Parish Plans and Local Plan Policy</b><br>Circulate report when this becomes available.  |                      | To be included on agenda for September meeting. | <b>Sept 08</b>     |

#### **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.