OVERVIEW & SCRUTINY PANEL (SERVICE SUPPORT)

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	<u>Decision</u>	<u>Action</u>	Response	<u>Date</u>
Date				
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	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, September 2007 and June 2008		June 08
	THE COUNCIL'S TRAVEL PLAN			
12/02/08	Endorsed the report of the working group and their recommendations for submission to the Cabinet.	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.		
	Further consideration to be given by the Working Group to possible incentives for employees to use public transport or travel by foot or cycle.	To be considered at a later date.	Included in future list of studies.	
11/03/08	Panel requested Corporate Governance Panel to consider those recommendations relating to Member's allowances	Report considered by the Corporate Governance Panel at their meeting on 26 th March 2008.		
	Asked Head of Environmental Management to consider those recommendations relating to the preparation of a new Environment Strategy.	Email sent to Head of Environmental Management drawing his attention to relevant recommendations.	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.	
10/06/08	Asked the Head of Administration to establish the current position with regard to their recommendation that Employees travelling to work by means of a car share be permitted to park in Bridge Place car parking charges are introduced to the car park by the Council.	Email sent to Team Leaders for Transportation and Environment. Awaiting response.		

Panel Date	<u>Decision</u>	<u>Action</u>	Response	<u>Date</u>
12/02/08	CYCLING IN HUNTINGDONSHIRE 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. [Recommendations are appended to this report].	Considered by the Cabinet at their meeting on 12 th February 2008. Cabinet noted the recommendations and requested a further report by officers addressing the wider issue of Section 106 funding and partnership working.	the current position the review of the Cycling Strategy and the provision for funding for Huntingdonshire in the LTP included on Agenda for the	
10/06/08	Asked the Transportation Team Leader to email all	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. Since the June Panel meeting, it has	meeting for June 08 meeting.	June 08
	Members of the Council asking about any specific issues with regard to cycle routes in their wards. Requested sight of the draft report on the prioritisation of cycle schemes before any consideration by the AJC.	come to light that the list of potential cycle routes have already been scored and prioritised. A report will be considered by the AJC at their meeting on 7 th July 2008, seeking ratification of the cycle routes as scored. Requests have been made for reviews to be undertaken annually, with the first review with Members to start in the autumn.		
	HEAVY GOODS VEHICLE PARKING IN THE DISTRICT			
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.	Meeting held on 25 th April 2008.	Panel's recommendations endorsed by the Cabinet at their meeting on 26 th June 2008.	July 08

Panel Date	<u>Decision</u>	<u>Action</u>	Response	<u>Date</u>
	PETITION BY ST AUDREY LANE AREA RESIDENTS, ST IVES			
12/02/08	Asked for a robust reply to be sent to Anglian Water.	Letter sent 9 th April 2008.		
	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	Representative from Anglian Water invited to attend a future meeting of the Group.		
	meeting of the Panel.	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.	Site visit held on 20 th May 2008.	
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	Questionnaire circulated to all Members of the Council.	Responses received from 12 Members.	
	Panel and co-ordinated for submission to the Development Control Panel.	Additional Questionnaire also circulated to members of the public who had addressed the Development Control Panel within the past year.		July 08
	CORPORATE PLAN – GROWING SUCCESS			
14/05/08	Councillors M G Baker, J A Gray and R G Tuplin appointed to Corporate Plan Working Group.	Quarterly reports submitted to Overview & Scrutiny.		Sept 08
		Working Group to act as a conduit between the Panels and the LAA Board.	Further meetings on 26 th June and 24 th July 2008.	

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Date				
	REVIEW OF LOCAL PROCUREMENT			
09/01/07	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.	Meeting held on 28 th 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.		
13/03/07	Agreed that Working Group should continue in existence to monitor progress in Autumn and meet with the business community at this time.	Subsequent meeting held on 22 nd November 2007. Report presented at Panel's December meeting.	Further meeting to be held in new Municipal Year to review progress and consider the implications of the Council's emerging Environment Strategy.	Sept 08
	LOCAL AREA AGREEMENTS			
15/01/08	Minutes of future meetings of the Cambridgeshire Together Local Accountability Committee should be circulated to all Panel Members.			
14/05/08	Councillor J A Gray appointed to Joint Accountability Committee. Substitute members to be appointed in consultation with Head of Administration.	Next meeting 22 nd October 2008 at 18.00pm.		
10/06/08	Head of Administration asked to prepare a briefing session on Local Area Agreements for District Council Members.	Session to be arranged for July 2008.		July 08
	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.	Formal report due September		Sept 08

Panel Date	<u>Decision</u>	<u>Action</u>	<u>Response</u>	<u>Date</u>
Date				
	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.	Copy provided to Chairman for further consideration.		
10/06/08	Chairman to discuss issues relating to the justifications for the Housing Needs Assessment with the relevant Head of Service and report back to the Panel.			
13/11/07	LOCAL PETITION AND CALLS FOR ACTION 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.	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.	Subject to a number of proposed amendments to reflect the comments of the Panel, endorsed the proposed answers to the consultation.	
			Further reports to be submitted on legislative changes to overview and scrutiny when guidance and regulations emerge.	Unknown
	ICT DEVELOPMENTS			
09/01/07	Requested sight of the Flexible Working Strategy prior to its consideration by Cabinet.	Briefing Note on Flexible Working Strategy submitted to Panel's September meeting.	Update on Flexible Working to be presented to September meeting.	Sept 08
09/07	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.		Report to be included on future agenda.	Autumn 08

Panel	<u>Decision</u>	<u>Action</u>	Response	<u>Date</u>
Date				
	MONITORING OF SECTION 106 AGREEMENTS			
14/04/05	Quarterly reports to be submitted to the Panel.	Next report due Sept 2008. Head of Policy & Strategic Services asked to include details of any non-monetary receipts as well as income in future reports.		Sept 08
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. Request for further information on the mechanisms for	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	ensuring that money received from s106 agreements is spent for the purpose specified in the agreement.			
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.			
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.	Councillor Bates to seek strategic	undertake an all encompassing review of s106 agreements. Further meeting	

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	PERFORMANCE MONITORING			
10/06/08	Expressed concerns about the failure to achieve the target relating to the objective of ensuring that the Council is an employer that people wish to work for. Asked for further details of the analysis of the staff response to ascertain whether there are any particular reasons that can be identified for the failure to meet the target.	at their meeting on 12 th June 2008. Further information to be obtained.		
	FORWARD PLAN			
08/04/08	Development Control Policies Preferred Options			
	Requested that report should be considered at a future meeting of the Panel.		To be included on Agenda for October meeting.	Oct 08
09/10/07	Huntingdon West Area Action Plan			

To be included on agenda for

To be included on agenda for

Sept 08

Sept 08

September meeting.

September meeting.

Requested that the report should be considered at a future meeting of the Panel.

Parish Plans and Local Plan Policy

Circulate report when this becomes available.

13/11/07

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.