

**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>   |
|---|---|---|--|----------------------|
| <p><b>10/06/08</b></p> <p><b>09/09/08</b></p> | <p><b>HEAVY GOODS VEHICLE PARKING IN THE DISTRICT</b></p> <p>Endorsed the Working Group's report and recommendations for submission of the Cabinet.</p> <p>Head of Administration was asked to establish the current position with regard to the Panel's recommendations following their referral to the Freight Quality Partnership.</p> | <p>Recommendations endorsed by the Cabinet at their meeting on 26<sup>th</sup> June 2008.</p> <p>Email sent to Team Leader for Transportation.</p> <p>Following publication of recent consultation document on a draft Regional Freight Strategy for the East of England, County Council also asked what provision there is for lorry parking in the LTP or in future reviews of the LTP.</p> | <p>Agreed with Chairman / Vice Chairman that issue be taken forward by the Freight Quality Partnership.</p> <p>Matter included for discussion on agenda for LAA Reference Group.</p> <p>Item to be included on agenda for next Freight Quality Partnership. County Council currently arranging.</p> <p>Parties aware of Regional Freight Strategy and there has been some input to that work. There is a reference to freight issues within the current LTP but this is not updated on an annual basis but covers a set period with an annual monitoring report submitted to Government.</p> |                      |
| <p><b>08/07/08</b></p>                        | <p><b>PETITION BY ST AUDREY LANE AREA RESIDENTS, ST IVES</b></p> <p>Representatives from Anglian Water in attendance at Panel's July meeting. Requested that an update be provided in 6 months time and that residents be informed of the outcome of their investigations.</p>  | <p>.</p>  |  | <p><b>Jan 09</b></p> |

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|                   | <b>THE COUNCIL'S TRAVEL PLAN</b>  |   |  |                    |
| <b>12/02/08</b>   | 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.  |  |                    |
| <b>11/03/08</b>   | Further consideration to be given by the Working Group to possible incentives for employees to use public transport or travel by foot or cycle.<br><br>Panel requested Corporate Governance Panel to consider those recommendations relating to Member's allowances                                 | To be considered at a later date.   | Included in future list of studies.  |                    |
| <b>11/03/08</b>   | Panel requested Corporate Governance Panel to consider those recommendations relating to Member's allowances<br><br>Asked Head of Environmental Management to consider those recommendations relating to the preparation of a new Environment Strategy.   | Report considered by the Corporate Governance Panel at their meeting on 26 <sup>th</sup> March 2008.<br><br>Email sent to Head of Environmental Management drawing his attention to relevant recommendations.   | Deliberations of Independent Remuneration Panel considered at Council meeting on 24 <sup>th</sup> September.<br><br>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. |                    |
| <b>10/06/08</b>   | 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 at a concessionary rate if car parking charges are introduced to the car park by the Council. | Arrangements being explored whereby HDC staff lift sharing can share the cost of a single season ticket across the vehicles they use, thereby allowing them to park more cheaply than any other employee in the town. Details being finalised but will be available by 1 <sup>st</sup> October. |  |                    |

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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 the meeting for June 08 meeting.</p> | <b>June 08</b>     |
| <b>10/06/08</b>   | <p>Asked the Transportation Team Leader to email all 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.</p>                            | <p>Since the June Panel meeting, it has 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<sup>th</sup> 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.</p>  | <p>Priority List endorsed by the AJC. District Council members will be contacted before the next review in Summer 2009 to ask about specific issues within their ward.</p>                                       |                    |
| <b>09/09/08</b>   | <p><b>MAXIMISING COUNCIL INCOME</b></p> <p>Appointed Councillors P J Downes, L W McGuire and R J West to a Working Group for the purpose of undertaking the above review.</p>   | <p>Internal Audit Service currently undertaking reviews of income generation and discretionary service charges. Working Group awaiting outcome of these reviews as a start to their study. First meeting to be held on 1<sup>st</sup> December 2008.</p>  |  | <b>Dec 08</b>      |

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|                   | <b>CORPORATE PLAN – GROWING SUCCESS</b>  |   |   |                    |
| <b>14/05/08</b>   | Councillors M G Baker, J A Gray and R G Tuplin appointed to Corporate Plan Working Group.  | Quarterly reports submitted to Overview & Scrutiny.<br><br>Working Group to act as a conduit between the Panels and the LAA Board.  | Next meeting anticipated early 2009.                          | <b>Jan 09</b>      |
|                   | <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>REVIEW OF LOCAL PROCUREMENT</b>   |   |   |                    |
| <b>09/01/07</b>   | 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 <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. |   |                    |
| <b>13/03/07</b>   | 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 <sup>nd</sup> November 2007. Report presented at Panel's December meeting.  |   |                    |
| <b>11/12/07</b>   | Agreed to hold a further meeting with business representatives to review progress and consider the implication of the Council's emerging Environment Strategy.   | Meeting held on 18 <sup>th</sup> September 2008.  | Report included on agenda for October Panel. Item No.6 refers | <b>Oct 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>Report on recently published consultation document on improving local accountability to the submitted to October Panel meeting. Item No. 5 refers.</p> | <b>Oct 08</b>      |
| <b>08/07/08</b><br><br><b>09/09/08</b> | <p><b>LICENSING ACT – IMPACT ON NIGHTTIME ECONOMY</b></p> <p>Head of Administration to prepare a scoping report for a future meeting.</p> <p>Agreed to establish a working group comprising Councillors J T Bell, P M D Godfrey and Ms S L Kemp to undertake a review of the problems of alcohol abuse and its social consequences.</p>                         | <p>Report submitted to September 2008 meeting.</p> <p>Officers undertaking initial research.</p>  | <p>First meeting to be held on 14<sup>th</sup> October 2008 with Community Safety Officer.</p>   |                    |
| <b>14/04/05</b><br><br><b>12/02/08</b> | <p><b>MONITORING OF SECTION 106 AGREEMENTS</b></p> <p>Quarterly reports to be submitted to the Panel.</p> <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>Next report due December 2008.</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. Meetings held on 3<sup>rd</sup>, 21<sup>st</sup> July and 28<sup>th</sup> August 2008. Next meeting 7<sup>th</sup> October 2008.</p>  | <b>Dec 08</b>      |

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|                   | <b>GREAT FEN PROJECT</b>  |                      |   |                    |
| <b>08/07/08</b>   | Director of Environmental & Community Services to make presentation to future meeting. All Scrutiny Members to be invited.            |                      |   | <b>Nov 08</b>      |
|                   | <b>SUSTAINABLE COMMUNITIES ACT 2007</b>   |                      |   |                    |
| <b>08/07/08</b>   | Head of Administration requested to report back on the implications for the Council of the Sustainable Communities Act 2007.          |                      | Report to be submitted to November meeting. | <b>Nov 08</b>      |
|                   | <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. |                      |   | <b>Nov 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.           |                      |   | <b>Jan 09</b>      |
| <b>13/11/07</b>   | <b>Parish Plans and Local Plan Policy</b><br>Circulate report when this becomes available.  |                      |   | <b>Dec 08</b>      |
| <b>08/07/08</b>   | <b>Proposals for Riverside Park</b><br>Requested that report should be considered at a future meeting of the Panel.                   |                      |   | <b>Nov 08</b>      |
| <b>08/07/08</b>   | <b>Developer Contributions SPD</b><br>Requested that report should be considered at a future meeting of the Panel.                    |                      |   | <b>Jan 09</b>      |
| <b>09/09/09</b>   | <b>Gypsy &amp; Traveller Issues and Options Document.</b>   |                      |   | <b>Nov 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.