

A meeting of the **OVERVIEW AND SCRUTINY PANEL (ECONOMIC WELL-BEING)** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 4 OCTOBER 2012 at 7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. MINUTES (Pages 1 - 6)

To approve as a correct record the Minutes of the meeting held on 6th September 2012.

**Mrs C Bulman
388234**

2. MEMBERS' INTERESTS

To receive from Members declarations as to disclosable pecuniary, non-disclosable pecuniary or non pecuniary interests in relation to any Agenda item. See Notes below.

3. LOCALISATION OF BUSINESS RATES

To note that under Section 16 of the Access to Information Procedure Rules contained in the Council's Constitution, the Chairman of the Council had agreed to the inclusion of an urgent item of business on the Cabinet Agenda for 13th December 2012 relating to the localisation of Business Rates.

Decisions taken as a matter of urgency must be reported to the next available meeting of the relevant Overview and Scrutiny Panel, together with the reasons for urgency.

4. LOCAL GOVERNMENT ACT 2000 - FORWARD PLAN (Pages 7 - 10)

A copy of the current Forward Plan is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**Mrs H Taylor
388006**

5. THE CORPORATE OFFICE

To receive a presentation by Mrs H Donnellan on the role and function of the District Council's Corporate Office.

(Members of the Overview & Scrutiny Panels for (Social Well-Being))

and (Environmental Well-Being) have been invited to attend for the discussion on this item).

6. COMMUNITY RIGHT TO CHALLENGE (Pages 11 - 16)

To consider a report by the Head of Legal and Democratic Services setting proposed arrangements for the Council to operate the new Community Right to Challenge.

**C Meadowcroft
388021**

7. EXCLUSION OF PRESS AND PUBLIC

That the public be excluded from the meeting because the business to be transacted contains exempt information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of a crime.

8. HOUSING BENEFIT - INTRODUCTION OF RISK BASED VERIFICATION (Pages 17 - 34)

To receive a report from the Head of Customer Services on the introduction of risk based verification in housing benefits for 2012/13.

**Mrs A Burns
388122**

(Members of the Overview & Scrutiny Panel (Social Well-Being) have been invited to attend for the discussion on this item).

9. RE-ADMITTANCE OF THE PUBLIC

To resolve:-

to readmit the public to the meeting.

10. PROPOSED CIL GOVERNANCE PRINCIPLES (Pages 35 - 40)

To receive an update on the implementation of the Community Infrastructure Levy for Huntingdonshire and to comment on an initial draft framework for the 'governance' of CIL receipts and its related spending.

**S Ingram
388400**

(Members of the Overview & Scrutiny Panels for (Social Well-Being) and Environmental Well-Being) have been invited to attend for the discussion on this item).

11. THE RATIONALE FOR RESERVES (Pages 41 - 44)

To consider a report by the Panel's Working Group.

**A Roberts
388015**

12. 2011/12 OVERVIEW AND SCRUTINY ANNUAL REPORT (Pages 45 - 60)

To consider and comment on the draft 2011/12 Overview and Scrutiny Annual report.

**A Roberts
388015**

13. WORKPLAN STUDIES (Pages 61 - 66)

To consider with the aid of a report by the Head of Legal and Democratic Services, the programme of studies.

**Mrs C Bulman
388234**

14. OVERVIEW & SCRUTINY (ECONOMIC WELL-BEING) - PROGRESS (Pages 67 - 72)

To consider a report by the Head of Legal and Democratic Services.

**Mrs C Bulman
388234**

15. SCRUTINY (Pages 73 - 82)

To scrutinise decisions taken since the last meeting as set out in the Decision Digest and to raise any other matters for scrutiny that sit within the remit of the Panel.

Dated this 26 day of September
2012



Head of Paid Service

Notes

A. Disclosable Pecuniary Interests

- (1) *Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.*
- (2) *A Member has a disclosable pecuniary interest if it*
 - (a) *relates to you, or*
 - (b) *is an interest of -*
 - (i) *your spouse or civil partner; or*
 - (ii) *a person with whom you are living as husband and wife; or*
 - (iii) *a person with whom you are living as if you were civil partners*

and you are aware that the other person has the interest.
- (3) *Disclosable pecuniary interests includes -*
 - (a) *any employment or profession carried out for profit or gain;*
 - (b) *any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as a Member (except from the Council);*

- (c) any current contracts with the Council;
- (d) any beneficial interest in land/property within the Council's area;
- (e) any licence for a month or longer to occupy land in the Council's area;
- (f) any tenancy where the Council is landlord and the Member (or person in (2)(b) above) has a beneficial interest; or
- (g) a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.

B. Other Interests

(4) If a Member has a non-disclosable pecuniary interest or a non-pecuniary interest then you are required to declare that interest, but may remain to discuss and vote.

(5) A Member has a non-disclosable pecuniary interest or a non-pecuniary interest where -

(a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the authority's administrative area, or

(b) it relates to or is likely to affect any of the descriptions referred to above, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association

and that interest is not a disclosable pecuniary interest.

Please contact Mrs Claire Bulman, Democratic Services Officer, Tel 01480 388234 / email Claire.Bulman@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee/Panel.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the District Council's website – www.huntingdonshire.gov.uk (under Councils and Democracy).

If you would like a translation of Agenda/Minutes/Reports or would like a large text version or an audio version please contact the Democratic Services Manager and we will try to accommodate your needs.

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.