

A meeting of **HUNTINGDONSHIRE DISTRICT COUNCIL** will be held in the **CIVIC SUITE, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **WEDNESDAY, 30TH JULY 2014** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

A G E N D A

		Time Allocation
	PRAYER	2 minutes
	The Venerable Hugh McCurdy, Archdeacon of Huntingdon and Wisbech will open the meeting with Prayer.	
	APOLOGIES	2 minutes
	CHAIRMAN'S ANNOUNCEMENTS	5 minutes
1.	MINUTES (Pages 1 - 8)	2 minutes
	To approve as a correct record the Minutes of the meeting held on 4th June 2014.	
2.	MEMBERS' INTERESTS	2 minutes
	To receive from Members, declarations as to disclosable pecuniary or other interests in relation to any Agenda item. See Notes below.	
3.	EXECUTIVE COUNCILLOR PRESENTATIONS	30 minutes
	(i) Councillor R B Howe, Executive Councillor for Commercial Activities.	
	(ii) Councillor J A Gray, Executive Councillor for Resources.	
	<i>(Presentations - 10 minutes; Questions to the presenting Executive Councillors – 10 minutes; Questions to other Members of the Cabinet – 10 minutes.)</i>	
4.	STRATEGIC SHARED SERVICES PARTNERSHIP WITH SOUTH CAMBRIDGESHIRE	
	The Executive Leader/Deputy Executive Leader to make a statement to the Council on the recent decision by the Cabinet to form a strategic shared service partnership with South Cambridgeshire District Council.	
	The meeting shall adjourn for a short break on conclusion of this item.	
5.	CABINET PROCEDURE RULES - DELEGATION BY THE EXECUTIVE LEADER (Pages 9 - 14)	10 minutes

In accordance with the Cabinet Procedure Rules (paragraph 1.2) the Executive Leader, Councillor J D Ablewhite, will present information about executive functions for the ensuing year.

6. APPOINTMENT OF MONITORING AND SECTION 151 OFFICERS 5 minutes

Report by the Managing Director on the appointment of new Section 151 and Monitoring Officers with effect from 1st August 2014.

7. FOOD SAFETY SERVICE PLAN 2014/15 (Pages 15 - 24) 10 minutes

The Chairman of the Licensing and Protection Panel, Councillor J W Davies, to present a report by Head of Environmental and Community Health Services proposing the adoption by the Council of the Food Safety Service Plan for 2014/15.

8. REPORTS OF THE CABINET, PANELS AND COMMITTEES 30 minutes

(a) Cabinet (Pages 25 - 46)

(b) Employment Panel (Pages 47 - 78)

(c) Licensing and Protection Panel (Pages 79 - 80)

(d) Corporate Governance Panel

Report of the meeting to be held on 23rd July 2014 – To Follow.

FOR INFORMATION REPORTS

(e) Development Management Panel (Pages 81 - 84)

(f) Overview & Scrutiny Panel (Social Well-Being) (Pages 85 - 90)

(g) Overview & Scrutiny Panel (Environmental Well-Being) (Pages 91 - 98)

(h) Overview & Scrutiny Panel (Economic Well-Being) (Pages 99 - 104)

(i) Standards Committee (Pages 105 - 106)

Reports (a) – (d) contain recommendations to the Council and shall be presented by their respective Chairmen from the body of the meeting.

Reports (e) – (h) are presented for information only. The Chairman of the Council shall invite questions to the Chairman of the latter.

9. **VARIATION TO THE MEMBERSHIP OF THE COMMITTEES AND PANELS, ETC** 2 minutes

Group Leaders to report, if necessary.

[Please note that the Council photograph will be taken at 6.30pm adjacent to the Civic Suite building.]

Dated this 22nd day of July 2014



Head of Paid Service

Notes

1. 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.*

Non-Statutory Disclosable Interests

- (4) *If a Member has a non-statutory disclosable interest then you are required to declare that interest, but may remain to discuss and vote providing you do not breach the overall Nolan principles.*

(5) A Member has a non-statutory disclosable 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 a disclosable pecuniary interest, 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, or
- (c) it relates to or is likely to affect any body –
 - (i) exercising functions of a public nature; or
 - (ii) directed to charitable purposes; or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a Member or in a position of control or management.

and that interest is not a disclosable pecuniary interest.

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The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening at meetings. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and available via the following link [filming, photography and recording at council meetings.pdf](#) or on request from the Democratic Services Team. The Council understands that some members of the public attending its meetings may not wish to be filmed. The Chairman of the meeting will facilitate this preference by ensuring that any such request not to be recorded is respected.

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

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