

A meeting of **HUNTINGDONSHIRE DISTRICT COUNCIL** will be held in the **CIVIC SUITE, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **WEDNESDAY, 29 JULY 2015** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

## A G E N D A

		<b>Time Allocation</b>
	<b>PRAYER</b>	<b>2 minutes</b>
	The Venerable Hugh McCurdy, Archdeacon of Huntingdon & Wisbech will open the meeting with prayer.	
	<b>APOLOGIES</b>	<b>2 minutes</b>
	<b>CHAIRMAN'S ANNOUNCEMENTS</b>	<b>10 minutes</b>
1.	<b>MINUTES</b> (Pages 7 - 12)	<b>5 Minutes</b>
	To approve as a correct record the Minutes of the meeting held on 20th May 2015.	
2.	<b>MEMBERS' INTERESTS</b>	<b>3 Minutes</b>
	To receive from Members, declarations as to disclosable pecuniary or other interests in relation to any Agenda item. See Notes below.	
3.	<b>PRESENTATION BY THE LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND</b>	<b>30 Minutes</b>
	To receive a presentation from Professor Colin Mellors, Lead Commissioner and Richard Buck, Review Manager of the Local Government Boundary Commission for England on a review of the Council's electoral arrangements.	
4.	<b>STATE OF THE DISTRICT 2015</b>	<b>30 Minutes</b>
	The Executive Leader and the Executive Member for Resources to address the Council on the State of the District.	
	<i>(The Chairman will invite the Leaders(s) of the Opposition to respond to the address. A Member may speak once in the ensuing discussion.)</i>	
5.	<b>EXECUTIVE COUNCILLOR PRESENTATIONS</b>	<b>25 Minutes</b>
	(a) Councillor R C Carter, Executive Councillor for Operations and Environment to present.	
	<i>(Notes –</i>	
	<i>Presentation</i>	- 10 minutes
	<i>Questions</i>	- 5 minutes)
	(b) Questions to other Members of the Cabinet. <i>(10 minutes)</i>	

6. **SERVICE PLAN FOR FOOD LAW ENFORCEMENT 2015/16** (Pages 13 - 50) **10 Minutes**

The Chairman of the Licensing and Protection Panel, Councillor R Fuller, to present a report by the Head of Community proposing adoption by the Council of the Service Plan for Food Law Enforcement 2015/16.

7. **STATUTORY DISMISSAL PROCEDURES FOR HEADS OF PAID SERVICE, MONITORING OFFICERS AND THE RESPONSIBLE FINANCIAL OFFICER** (Pages 51 - 62) **5 Minutes**

The Executive Leader, Councillor J D Ablewhite to present out report setting out the changes to the statutory disciplinary and dismissal procedures applying to Heads of Paid Service, Monitoring Officers and Chief Financial Officers.

8. **REPORTS OF THE CABINET, PANELS AND COMMITTEES** **30 Minutes**

**FOR DETERMINATION**

- (a) Corporate Governance Panel (Pages 63 - 104)

**FOR INFORMATION REPORTS**

- (b) Cabinet (Pages 105 - 116)
- (c) Licensing and Protection Panel (Pages 117 - 118)
- (d) Licensing Committee (Pages 119 - 120)
- (e) Development Management Panel (Pages 121 - 122)
- (f) Employment Panel (Pages 123 - 126)
- (g) Overview & Scrutiny Panel (Social Well-Being) (Pages 127 - 130)
- (h) Overview & Scrutiny Panel (Environmental Well-Being) (Pages 131 - 140)
- (i) Overview & Scrutiny (Economic Well-Being) (Pages 141 - 146)
- (j) Standards Committee (Pages 147 - 148)

**Report (a) contains recommendations to the Council and shall be presented by their respective Chairmen from the body of the meeting.**

**Reports (b) – (j) 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.

Dated this 21st day of July 2015



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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