

A meeting of the **CABINET** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **THURSDAY, 21 JULY 2016** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. (a) **MINUTES (Pages 5 - 14)**

To approve as a correct record the Minutes of the meeting held on 16 June 2016.

**M Sage
388169**

(b) **MINUTES (Pages 15 - 16)**

To approve as a correct record the Minutes of the meeting held on 29 June 2016.

**M Sage
388169**

2. **MEMBERS' INTERESTS**

To receive from Members declarations as to disclosable pecuniary and other interests in relation to any Agenda item.

3. **VOLUNTARY SECTOR FUNDING 2017/18 TO 2019/20 - A REPORT OF THE MEMBER TASK AND FINISH GROUP**

To consider a report from a Member Task and Finish Group and recommendations following a review of the Council's funding to the voluntary sector.

**C Stopford
388280**

4. **HUNTINGDONSHIRE DISTRICT COUNCIL RESPONSE TO THE PROPOSED MERGER OF THE TRUSTS RUNNING HINCHINGBROOKE AND PETERBOROUGH AND STAMFORD HOSPITALS (Pages 17 - 24)**

To consider and endorse the Council's response to the proposed merger of the Trusts running Hinchingsbrooke, Peterborough and Stamford Hospitals.

5. **REPRESENTATION ON ORGANISATIONS (Pages 25 - 78)**

To consider a report in relation to the appointment/nomination of representatives to serve on a variety of organisations.

**M Sage
388169**

6. EXCLUSION OF PRESS AND PUBLIC

To resolve:

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

7. REVIEW OF BENEFITS RISK BASED VERIFICATION POLICY (Pages 79 - 98)

To consider a report regarding revisions to the Risk Based Verification Policy.

A Burns
388122
B Huggins
388479

Dated this 13 day of July 2016



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.

2. Filming, Photography and Recording at Council Meetings

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.

Please contact Mrs Melanie Sage, Democratic Services Team, Tel No. 01480 388169/e-mail Melanie.Sage@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 Elections & 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.

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CABINET held in the The Aquarius Suite, One Leisure St Ives Indoor, Westwood Road, St Ives, PE27 6WU on Thursday, 16 June 2016.

PRESENT: Councillor R B Howe – Chairman.
Councillors R C Carter, S Cawley, J A Gray and D Brown.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors R Harrison, D M Tysoe, G J Bull, S J Criswell and J M Palmer.

11. MINUTES

The Minutes of the meeting held on 18 May 2016 were approved as a correct record and signed by the Chairman.

12. MEMBERS' INTERESTS

There were no declarations of disclosable pecuniary or other interests received at the meeting.

13. REVIEW OF THE OWNERSHIP AND MAINTENANCE OF ORPHAN SITES

By way of a report by the Interim Head of Service (Operations) (a copy of which is appended in the Minute Book) presented in his absence by the Executive Councillor for Environment, Street Scene and Operations, the Cabinet considered proposals regarding future ownership and maintenance of 240 orphan sites that the Council did not own but maintained at its own expense.

A review of all grounds maintenance regimes had highlighted that there were not insubstantial costs associated with the maintenance of these orphan sites. The ownership details of the sites had been reviewed in order to transfer the maintenance responsibilities to the rightful landowner. The Officer's report detailed the various ownerships and the proposed course of action for the sites.

Having considered the comments of the Overview and Scrutiny Panel (Communities and Environment) the Cabinet were informed that the Panel were generally in support of the report and that maps of orphan sites were being compiled for the respective Ward Members.

In response to questions it was explained to the Cabinet that the orphan sites were a longstanding anomaly which pre-dated the establishment of the Land Registry and that once resolved there should not be an issue in the future. Whereupon the Cabinet,

RESOLVED

to approve the proposed treatment of the categories of orphan

sites in respect to future ownership and maintenance arrangements, as detailed in paragraph 3.2 of the Officer's report, as follows:

- a) Maintenance activities to cease on the 60 privately owned sites and the one utility company site, as of 31 July 2016;
- b) Having been advised of the need to adopt the 66 sites identified as part of the Highway under their statutory function as the Highway Authority, the costs of maintaining these sites to be included in the negotiations already taking place with Cambridgeshire County Council;
- c) The additional costs of maintaining 23 Luminus sites to be directly recharged to Luminus for 2016/17;
- d) That the District Council adopt 42 of the orphan sites and continue to maintain these sites, having been identified in the review as sites being appropriate for the Council to own; and
- e) Further review work to be carried out regarding the 23 sites yet to have ownership determined.

14. RISK MANAGEMENT

By way of a report by the Audit and Risk Manager (a copy of which is appended in the Minute Book) the Cabinet were presented with the first report on risk management and the contents, reports having previously been submitted to the former Corporate Governance Panel.

The Risk Register was reviewed frequently by Heads of Service to ensure that it remained fit for purpose and captured the significant risks to the achievement of the Council's objectives.

The report detailed the contents of the Risk Register as at 24 May 2016 and focused mainly on corporate risks. It was noted that the Risk Management Strategy required the Cabinet to consider each of the very high 'red' residual risks that exceeded their risk appetite levels, and to decide whether they should be further mitigated by cost-effective and affordable actions.

The Cabinet considered each of the 'red' residual risks as detailed in the Corporate Risk Register, as appended to the Officer's report.

Regarding risk reference 239 – Huntingdon Town Centre redevelopment, it was explained that this risk had been classified as a transformational risk which according to the Risk Management Strategy was acceptable provided the benefits and risks were properly assessed and accepted before the redevelopment progressed. The risk was likely to be downgraded or removed from the Risk Register as a reserve had been established to mitigate against the loss of Section 106 monies.

Having been advised that the Risk Register contained one very high operational risk, risk 58, that referred to information security and information use, it was explained that the risk owner was of the view that the loss of IT services was the key risk that needed to be addressed. A number of systems had been successfully tested and recovered to their 'live' state since December 2014. With the

introduction of the IT shared service, the programme needed to be extended to include all systems. Once that had been completed it was considered that the inherent risk score would reduce to an amber status. The Cabinet agreed that no further action was required to mitigate risk 58.

Regarding risk reference 40 – Planning Policy may be insufficient to meet Government requirements, it was explained that the succeeding report on the Cabinet agenda provided a progress update on preparation of the Huntingdonshire Local Plan to 2036 (HLP2036), its supporting evidence base and highlighted the risks arising from delays to the Strategic Transport Study and the Strategic Flood Risk Assessment. The Cabinet were informed that the Council had received confirmation that the Council had met the Government deadline for ‘writing’ a Local Plan by March 2017.

Regarding risk reference 47 - Council's funds not invested appropriately leading to losses or poor returns resulting in unexpected service cuts, it was explained to the Cabinet that there were a number of controls in place to ensure that investments were made in the most prudent way.

Risk reference 251 related to social media activity operating inconsistently leading to inappropriate and unauthorised use of social media by services. It was explained that a Social Media Policy and Guidelines had been introduced to ensure Staff were aware of the correct procedures to follow.

Having thoroughly considered that the Corporate Risk Register incorporated the significant risks encountered by the Council and being satisfied that risks had been mitigated to an appropriate level, the Cabinet,

RESOLVED

- i. that having reviewed and scrutinised the Corporate Risk Register, that no further risks be included; and
- ii. that no further action was required to mitigate risk 58.

15. HUNTINGDONSHIRE LOCAL PLAN TO 2036 QUARTERLY UPDATE AND INFRASTRUCTURE PLANNING UPDATE

By way of a report from the Head of Development (a copy of which is appended in the Minute Book) the Cabinet received a progress update on preparation of the Huntingdonshire Local Plan to 2036 (HLP2036), its supporting evidence base and highlighted the risks arising from delays to the Strategic Transport Study and the Strategic Flood Risk Assessment (SFRA). The Cabinet were informed that the Council had received confirmation that the Council had met the Government deadline for ‘writing’ a Local Plan by March 2017.

Subsequent to the publication of the agenda the Cabinet had been provided with the comments from the Overview and Scrutiny Panel (Economy and Growth) meeting and an addendum as the following paragraph had been omitted from the report between paragraphs 5.2 - A428: Black Cat to Caxton Gibbet Improvement and 5.3 - A1: Oxford

to Cambridge Expressway and East West Rail:

'A1: M25 to Peterborough.

The Department for Transport (DfT) and Highway England are taking this forward with Stakeholders, including Huntingdonshire District Council, as one of six Strategic Studies across England. Options and ideas are currently being developed with partners and this will culminate in a range of recommendations emerging from DfT by the end of 2016, with preferred options published for community consultation and engagement. Discussions to date have included the potential need for a new offline route, including at Buckden, to address current delays, congestion and safety issues as well as tying into the emerging Oxford to Cambridge Expressway scheme. Any final outcomes will inform the Government Roads Investment Strategy 2 and subject to a scheme approval, this could be delivered as part of Roads Period 2 from April 2020 onwards.'

The report provided updates on each element of the evidence base currently under preparation. It was explained that continuing delays in the availability of the revalidated Cambridge Sub-Regional Model (CSRM) meant that a robust Strategic Transport Study was unable to be completed by the date necessary to deliver the HLP2036 to the timeline anticipated in the Local Development Scheme (LDS). The CSRM was a fundamental element of the evidence base necessary to demonstrate that the preferred development strategy was deliverable. Cambridgeshire County Council had advised that the revalidation work was not expected to be completed until the end of June 2016 and would then require further checks to test its accuracy.

It was also explained that difficulties in obtaining information from the Environment Agency necessary to complete the SFRA had also impacted on the timeline for preparation of the HLP2036 as suitability and deliverability of site specific allocations were unable to be confirmed.

Detailed in the Officer's report was an amended timetable for the preparation of the HLP2036 which had been amended to demonstrate the currently anticipated timescales following the delays in the availability of the CSRM. It was anticipated that the submission of the HLP2036 to the Secretary of State would now be November 2017.

In response to a question regarding the development of a railway station at Alconbury Weald, it was explained that this proposal was being progressed as Urban&Civic had devised a Business Plan for submission and that it was a project which was part of the 2021 – 2026 funding window.

Regarding the Gypsy and Traveller Needs Assessment it was explained that a county wide assessment was being coordinated which would provide each authority with the amount of Gypsy and Traveller need that would be required. Due to delays in obtaining more detailed information from some partner authorities had resulted in the completion of the report being unlikely until early July. Once completed the Council would be able to devise a Gypsy and Traveller Needs Policy.

Regarding the delays from consultees, the Cabinet expressed disappointment and frustration as the Council was committed to producing the certainty for all that a new adopted Local Plan would provide. Having considered the comments of the Overview and Scrutiny Panel, the Cabinet requested that Cambridgeshire County Council provides an explanation as to why the Highway work was delayed and provide absolute assurances that they would commit to the amended timescales. Whereupon the Cabinet,

RESOLVED

- i. to note progress on preparation of the Huntingdonshire Local Plan to 2036 and its supporting evidence base, including confirmation that the Core Strategy (2009) meets the Government's requirement to have a submission Local Plan by March 2017, and the update in relation to highways and transport infrastructure projects;
- ii. endorses the use of approach B as detailed in paragraph 4.3 of the Officer's report (the revalidated Cambridge Sub-Regional Model for the Strategic Transport Study) as follows:

'Priority is to develop a defensible transport evidence base: this would involve waiting for the revalidated CSRM to be available which could provide forecasts up to 2041 if required and would be based on an up-to-date data set. This would form a more robust evidence base for the Local Plan Examination and be less susceptible to challenge from developers. Preliminary work could be undertaken in the short-term but this approach would necessitate delaying modelling the four development scenarios until the revalidation work on the CSRM is completed; checking to test accuracy for the Huntingdonshire area could be incorporated within the scope of the Strategic Transport Study.'; and

- iii. request that Cambridgeshire County Council provides an explanation as to why the Highway work is delayed and provide absolute assurances that they will commit to the amended timescales.

16. INTEGRATED PERFORMANCE REPORT, 2015/16 QUARTER 4 (INCLUDING THE PROVISIONAL OUTTURN FOR 2015/16)

The Cabinet considered a report by the Corporate Team Manager and Head of Resources (a copy of which is appended in the Minute Book) and commented on progress against the Key Activities and Corporate Indicators listed in the Council's Corporate Plan for 2015/16 for the period 1 January to 31 March 2016. The report also incorporated progress on the current projects being undertaken at the Council; details of the 2015/16 provisional outturn for revenue and capital spend; and an update on the Commercial Investment Strategy including details of the investments to date and the level of returns these were expected to generate.

The Cabinet were informed regarding the year end outturn revenue position for 2015/16 of the net revenue spend of £17.1m resulting in a saving against budget of £2.0m when compared to the updated

Budget. The main reasons for the £2.0m variance were detailed within paragraph 4.4 of the Officer's report.

The Councils final 2015/16 net capital programme was £9.3m, following slippage of £0.3m as a result of a loan to Luminus for financial support of the Langley Court development not commencing.

In December 2015 the Cabinet approved that the minimum level of the General Fund to be maintained was 15% of net expenditure. The 2015/16 opening General Fund balance was £9.3m. As a consequence of the service saving noted in the report; the transfers to and from Earmarked Reserves in respect of the Collection Fund and external grant; maintaining the general fund at 15% of net expenditure; and a transfer to the Commercial Investment Reserve, the revised forecast General Fund balance was £2.7m.

During the year there had been a significant review of the Earmarked Reserves held by the Council. At the start of the financial year there were 38 separate Earmarked Reserves, as detailed within Appendix D of the Officer's report, totalling £15.7m.

As per the requirements of the Reserves Strategy, the Cabinet were requested to approve the deletion of 21 Earmarked Reserves as listed within paragraph 4.14.1 of the Officer's report as well as the formation of the reserves listed in paragraph 4.14.2 of the Officer's report.

Regarding the £0.805m held in the Budget Surplus Reserve at the end of the financial year, the Cabinet were requested to approve the transfer of £0.244m to 'Collection Fund Reserve' to finance the Department for Communities and Local Government's contribution as a consequence of the District Council being above the Non-Domestic Rates baseline funding in 2015/16; and £0.561m to finance the Democratic and Organisational Governance and Efficiency initiatives noted in Section 7 of Appendix D of the Officer's report.

The Cabinet were informed that as of 31 March 2016, the Council had invested £3.9m in Commercial Investment Strategy related assets, compiling investment of £2.5m in Churches, Charities and Local Authorities Mutual Investments Trust Property Fund and the purchase of 2 Stonehill, Stukely Meadows, Huntingdon for £1.4m.

The Cabinet considered and discussed each of the performance indicators with a 'red' status, those being where progress was behind schedule.

It was noted that the working days lost per full-time employee through sickness had increased to 11.7 days. The Cabinet were informed that to recognise the staff that had not had a day's absence in 2015/16 it had been agreed that they would receive an additional day's annual leave to use in 2016/17.

In considering the comments from the Overview and Scrutiny Panel (Performance and Customers) Members were referred to the following response that had been circulated to the Cabinet prior to the meeting regarding a question seeking clarification as to the underspend in the Community Grants budget:

'Community Grants 2015/16 Variation £39,000

- *A variance of approximately £14,000 because, under the terms of the Service Level Agreement the Council had with one organisation, their failure to meet set targets resulted in a lower amount being paid to them.*
- *A variance of approximately £6,000 was generated on the Community Chest Grants because:*
 - o *£5,000 was brought forward from 2014/15 but was not taken up when the projects were abandoned; and*
 - o *£1,000 of the 2015/16 allocation was not taken up when the project was abandoned.*
- *A variance of approximately £18,000 because the Zero Based Budgeting adjustment put forward to reduce the 2015/16 grants budget was concluded after the determination of the 2015/16 budget setting. Consequently this amount remained in the budget, even though it was not required and was not committed. The 2016/17 budget has been reduced to the level required for the on-going commitments the Council has made'.*

Whereupon it was

RESOLVED

That the Cabinet,

- i. considered and commented on progress made against Key Activities and Corporate Indicators in the Corporate Plan and current projects, as summarised in Appendix A and detailed in Appendices B and C of the Officer's report;
- ii. considered and commented on the Council's 2015/16 provisional outturn;
- iii. approves the:
 - deletion of 21 Earmarked Reserves as detailed in paragraph 4.14.1 of the Officer's report;
 - formation of 9 Earmarked Reserves as detailed in paragraph 4.14.2 of the Officer's report;
 - transfer of £0.244m from the Budget Surplus Reserve to the Collection Fund Reserve, and
 - transfer of £0.561m from the Budget Surplus Reserve to finance the Democratic and Organisational Governance and Efficiency initiatives.

17. SAFETY ADVISORY GROUP

The Cabinet considered a report by the Head of Community (a copy of which is appended in the Minute Book) regarding the Council's new approach to the management of health and safety at work.

Following the review of the Constitution, the Council had revised its existing arrangements for the management of its health and safety obligations under the Health and Safety at Work etc. Act 1974, and considered that the existing processes could be improved.

It was proposed that the Safety Advisory Group and service area specific activities be combined to a single Corporate Health and Safety Board, made up of representatives of employees, senior management and Staff Council. In addition to the Corporate Health and Safety Board oversight of the Council's activities would be provided by the Council's Employment Committee.

Having considered the recommendations, the Cabinet,

RESOLVED

- i. to agree the establishment of a Corporate Health and Safety Board to take responsibility for ensuring the arrangements for corporate health and safety are appropriate and effective and that the Corporate Health and Safety Board is provided with overview by the Employment Committee, and
- ii. that the existing Safety Advisory Group be abolished.

18. TREASURY MANAGEMENT ANNUAL REPORT 2015/16

A report by the Head of Resources was presented to the Cabinet (a copy of which is appended in the Minute Book) which reviewed the treasury management performance for the 2015/2016 financial year.

The Council's Treasury Management processes were underpinned by the Chartered Institute of Public Finance and Accountancy's Code of Practice on Treasury Management. The Code required the Council to produce an annual Treasury Management Strategy and recommended that Members were informed of treasury management activity at least twice a year. The first report being the mid-year review (reported to the Cabinet on the 19 November 2015) and the annual report after the financial year end.

Paragraph 3.2 of the Officer's report summarised the treasury management transactions undertaken during the 2015/2016 financial year and details of the investments and loans held as of 31 March 2016 were detailed in Appendix B of the Officer's report. Whereupon the Cabinet,

RESOLVED

to note the 2015/16 Treasury Management performance.

19. 3C EXECUTIVE SUMMARY BUSINESS PLANS

The Cabinet considered a report by the Corporate Director (Services) (a copy of which is appended in the Minute Book) regarding the Executive Summaries of the business plans for the ICT, Legal and Building Control Shared Services for the period 2016/17.

Having considered the Business Plans for the 3C shared services at the meeting on 21 April 2016 the Cabinet requested that a more focused form of document, without deviating from the overarching business principles, be presented to the June Cabinet meeting.

It was explained to the Cabinet that the main business objectives of the Shared Services had been retained in more streamlined and focused documents.

In considering the Executive Summaries, the Cabinet suggested that a uniformed approach in the form of key performance indicators was required to measure the success of the shared service, which it was hoped would materialise over the coming months. Having expressed support for the Executive Summaries and requesting that an update report on 3C Shared Service Business Plans for ICT, Legal and Building Control be presented in six months, the Cabinet,

RESOLVED

that the Executive Summary Business Plans, subject to any minor editorial changes which shall be delegated to the Corporate Director (Services) in consultation with the Executive Councillor for Strategic Partnerships, be approved.

20. CAMBRIDGESHIRE AND PETERBOROUGH DEVOLUTION DEAL

The Cabinet considered a report by the Managing Director (a copy of which is appended in the Minute Book) to enable the Council to consider the devolution proposals prior to the Cabinet exercising its executive powers.

Cambridgeshire and Peterborough were invited to submit proposals jointly with Norfolk and Suffolk for an East Anglian devolution agreement. Extensive negotiations between and within the Councils across the East Anglian region had concluded that the improvement of statutory functions and the development of the functional economic area was most appropriate through two combined authorities, namely Cambridgeshire and Peterborough and Norfolk and Suffolk, each with a directly elected Mayor,

The proposal requested that the Council consider the devolution proposal for wider consultation before submission of the proposals to the Secretary of State.

It was explained to the Cabinet that the recommendations contained within the Officer's report needed to be revised as legal advice subsequent to the publication of the Cabinet agenda indicated that the final decision regarding the content of the devolution documents was a decision required by the Executive.

Therefore at the conclusion of the Special Meeting of Council on 29 June 2016 a Special Meeting of the Cabinet would be convened to determine a position on the devolution proposals in so far as they relate to Huntingdonshire.

The report to Council would include three documents being the Cambridgeshire and Peterborough Authorities' Statutory Governance Review; Devolution Scheme; and Devolution Proposal. It was noted that the same report and Appendices would also be presented for approval to each authority within the Cambridgeshire and Peterborough Combined Authority (C&PCA) region.

It was a legal requirement that public consultation be undertaken where a Combined Authority was to be established. The consultation would relate to the proposals contained in the Devolution Scheme and would be open for a seven week period to August 2016. Once the consultation period had expired the C&PCA was required to provide the Secretary of State with a summary of the consultation responses.

In response to a question it was explained that although the decision at the Cabinet meeting on 29 June would not be the final decision and did not legally commit an authority to participating in a C&PCA, any significant change in the proposals after the public consultation commenced was likely to require a new scheme to be prepared for consultation, and therefore the timetable for creation of the C&PCA would not be met. Whereupon the Cabinet,

RESOLVED

- i. that a report be presented to a Special Meeting of Council on 29 June 2016 to consider devolution proposals so far as they relate to Huntingdonshire; and
- ii. at the conclusion of the Special Meeting of Council on 29 June 2016, a Special Meeting of the Cabinet be held to determine a position on the proposals in order to meet the deadline of 4 July 2016.

Chairman

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CABINET held in the Meeting Rooms 0.1A and 0.1B, Ground Floor, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Wednesday, 29 June 2016.

PRESENT: Councillor R B Howe – Chairman.

Councillors J A Gray, D Brown, G J Bull,
R C Carter, S Cawley, S J Criswell,
R Harrison, J M Palmer and D M Tysoe.

21. MEMBERS' INTERESTS

There were no declarations of disclosable pecuniary or other interests received at the meeting.

22. THE CAMBRIDGESHIRE AND PETERBOROUGH DEVOLUTION SCHEME PROPOSAL, GOVERNANCE REVIEW AND SCHEME

The Cabinet considered a report by the Managing Director (a copy of which is appended in the Minute Book) to enable the Cabinet to endorse and approve the relevant documents relating to the establishment of a Combined Authority across Cambridgeshire and Peterborough including the Governance Review, a Devolution Deal proposal and draft Governance Scheme.

It was a legal requirement that the Cabinet approve the consultation process and the meeting of Council held immediately prior allowed the Cabinet to have regard to the discussions of and the will of Council when considering whether to approve the recommendations as detailed in the Officer's report.

In conjunction with the Council, Councillor R Howe moved the recommendations and was duly seconded by Councillor J A Gray. Whereupon, the Cabinet

RESOLVED

- i) that the conclusions and the outcome of the Governance Review be endorsed (attached at Appendix A of the Officer's report) that the establishment of a Combined Authority with a Mayor for the Cambridgeshire and Peterborough area would be likely to improve the exercise of statutory functions in that area;
- ii) that the content of the Devolution Deal proposal be approved (attached at Appendix C of the Officer's report) and formally confirmed that this replaced in its entirety the East Anglia Devolution Agreement signed in March 2016;
- iii) that the draft Governance Scheme be approved (attached at Appendix B of the Officer's report) and the Managing Director be authorised to make any necessary or consequential amendments in order to issue the Scheme for appropriate

consultation to be undertaken on its content;

- iv) that the arrangements for public consultation on the Governance Scheme be approved and the Managing Director be authorised, in consultation with the Leader of Council, to provide the Secretary of State with a summary of the consultation responses in due course; and
- v) that a further meeting of the Cabinet be convened to take place in October 2016 to consider whether to give consent for the Secretary of State to bring forward such an Order establishing a Combined Authority with a Mayor covering that area of Cambridgeshire and Peterborough.

Chairman

Public
Key Decision - Yes

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter:	Voluntary Sector Funding 2017/18 to 2019/20 – A report of the Member Task & Finish Group
Meeting/Date:	Overview & Scrutiny Panel (Communities & Environment) – 12th July 2016 Cabinet – 21st July 2016
Executive Portfolio:	Executive Councillor for Community Resilience – Cllr Steve Criswell
Report by:	Head of Community – Chris Stopford Cllr Terry Hayward - Chairman of Member Task & Finish Group
Ward(s) affected:	All

Executive Summary:

In January 2016, Cabinet resolved to form a Member Task & Finish Group to review the Council's funding to the voluntary sector. The Group convened its first meeting in February 2016, and now presents back its report and recommendations to Cabinet.

The Group has taken evidence from representatives from the voluntary sector and the County Council, and has undertaken further desk-top research with other local authorities. In making its recommendations to the Cabinet, the Group recognises the January 2016 Cabinet resolutions, guidance from the National Association of Voluntary and Community Action, and the Council's Corporate Plan 2016-18.

Overview and Scrutiny Panel (Communities & Environment) have reviewed the report of the Member Task & Finish Group, and have detailed their observations and Panel recommendations within the report (Section 5). In summary, the Panel endorse the work of the Member Task & Finish Group, and support the recommendations being made to Cabinet.

The Cabinet is

RECOMMENDED

- i. To approve the awarding of two contracts, one for advice based services and the other for infrastructure services,
- ii. To approve that the contract term, and funding, be extended until the 31st March 2021,
- iii. To amend the preferred overall budget model, as highlighted in the Voluntary Sector Grant Funding 2016/17 to 2019/2020 report submitted to Cabinet at its meeting in January 2016 to Option 3,

- iv. To approve the funding split for the contracts as 65% to 35% in favour of advice based services but with the flexibility through negotiated contract award of 10% either way.
- v. To retain the existing Task & Finish Group, with the inclusion of Councillor P Kadewere, in order to develop the contract terms including performance metrics and reporting frameworks.
- vi. To approve a growth item to the Council's Medium Term Financial Strategy of £69k over the period 2017/18 to 2020/21.

1. PURPOSE OF THE REPORT

- 1.1 At its meeting in January 2016, the Cabinet agreed the formation of a Member Task & Finish Group ('the Group') to review the Council's funding arrangement for the voluntary sector from 2017/18 until 2019/20. This report provides the conclusions and recommendations emerging from the group.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 The Council has historically supported the voluntary sector across Huntingdonshire through revenue grant funding. The existing funding arrangements ended on the 31st March 2016. In January 2016 the Cabinet resolved, in defined cases, to extend the funding until 31st March 2017; to establish a Task & Finish group to review the arrangements for allocating Council funding to the voluntary and community sectors; and to propose any changes to funding arrangements to take effect from 1st April 2017.

- 2.2 The Council's approved Corporate Plan 2016-18 makes specific referenced to:-

2.2.1 Enabling Communities – particularly, supporting people to improve their health and well-being, and developing stronger and more resilient communities to enable people to help themselves. The plan also provides for two specific Corporate Indicators, the reduction in the number of people accessing the advice services, and the number of volunteer hours worked within Huntingdonshire.

2.2.2 Becoming a more Efficient and Effective Council – particularly becoming more efficient in the way we deliver services providing value for money services, and becoming a customer focussed organisation

- 2.3 On 25th February 2016, a meeting was convened of the Group to respond to the Cabinet resolution. The meeting was attended by Cllrs Brown, Duffy, Hayward, and Jordan, and supported by the Corporate Director (Delivery), Head of Community and Community Health Manager. Also in attendance at this initial meeting was Cllr Harrison, as Executive Councillor for Strategic Economic Development and Legal. At subsequent meetings, Cllr Jordan stood down from the Group.

- 2.4 During its research, the Group heard evidence from Sue Grace – Director, Customer Services and Transformation, Cambridgeshire County Council; Julie Farrow – Chief Executive, Hunts Forum; and Batul Dungarwalla – Chief Executive Officer, Rural Cambs Citizens Advice Bureau. Details of the meetings, and evidence obtained, can be found in the background papers.

- 2.5 Research also included a desk-top review of funding arrangements with other local authorities, insofar as internet research of published information would permit; and was supported by evidence from Council Officers regarding the current regime, and experience of previous funding regimes.

3. OPTIONS CONSIDERED & ANALYSIS

- 3.1 The Group considered all options from the continuation of the existing funding arrangements through to the creation of a single contract for the whole of the sector, and the option of terminating the funding to the sector. Options analysis, and discuss on these options are provided below.

3.2 Option 1: Termination of Funding

The Group recognises the value that the voluntary sector provide to the Council's Corporate Plan, and therefore would not support this as a final option.

3.3 Option 2: Continuation of Existing Arrangements

At its January 2016 meeting, the Cabinet were referred to the NAVCA guidance¹ *Change for good – Report of the Independent Commission on the future of local infrastructure, January 2015* and its recommendation that local government should 'act strategically to fund core infrastructure functions at the local level, to act as a multiplier, drawing in other resources and creating social capital'. The report also discussed the need for infrastructure bodies to act collaboratively for the benefit of their communities, and to be vigilant in avoiding duplication of others. In response to this, the Cabinet resolved that the future funding should be a 'commissioning and outcomes' model.

The Group reviewed the NAVCA guidance, and support the January 2016 Cabinet resolution. Specifically that the future model should be strategic commissioning and therefore would not support a continuation of the existing funding arrangements.

3.4 Option 3: Single Contract Award

The Group considered, and agreed that a single award would, based on the evidence it has obtained during its review, not be cost effective to provide the services required because it would necessitate significant changes in the sector.

There are existing allegiances between the voluntary and community sector, and separately between the information and advice services. This was evidenced through the Group's meetings, and further research. The Group recognise that bringing the existing six contracts into two contracts demonstrates alignment with the NAVCA recommendations, but considered that a single award at this time was not its recommended approach.

3.5 Option 4: The Award of Two Contracts – the provision of advice to Huntingdonshire communities, and the provision of infrastructure and support to the Huntingdonshire voluntary and community sector (VCS).

The Group believes, based on the evidence review undertaken, that this is the best option for the Huntingdonshire communities, and the Council. It recommends that the Cabinet recognise that there are two clear demands one to provide advice that people need help to solve the problems they face and the second to provide the infrastructure and support to the Huntingdonshire VCS. The Group also recommends that there is also an urgent need to provide training and education in support of both sectors, and considers that this should be a consistent theme within both contract awards.

¹ **NAVCA**, the **National Association for Voluntary and Community Action**, is the national membership body for local support and development organisations in England. It was previously called the National Association of Councils for Voluntary Service (NACVS). NAVCA is a strategic partner of the Department of Health and the Cabinet Office's Office for Civil Society

3.6 In considering the options for the funding of the voluntary and community sector, as detailed above, the Group recommend Option 4 – the award of two contracts.

4. IMPLEMENTATION OF PERFERRED OPTION

4.1 In making its recommendation at 3.6 above, the Group gave further consideration to the implementation of the recommendation.

4.2 Duration of the Contracts

The Cabinet resolution, January 2016, considered funding arrangements to the 31st March 2020. The Group considered options including Council procurement until 31st March 2020, of seeking alignment with the current funding arrangements of Cambridgeshire County Council, and of extending the Council procurement until 31st March 2021

4.2.1 Option A: Funding to 31st March 2020

This is in line with the January 2016 Cabinet resolution, and is within the approved Medium Term Financial Strategy of the Council

4.2.2 Option B: Alignment with the County Council contract

This was rejected on this occasion, the current County Council contract runs until the 31st August 2017, and is considered by the Group to be too short to allow for realistic alignment between the District procurement, and County contract on this occasion.

4.2.3 Option C: Extending funding until the 31st March 2021

The Group recognise that in setting its Budget, and Medium Term Financial Strategy for 2016/17 – 2020/21 that an opportunity to extend funding until 31st March 2021 exists. This would provide further stability in the Huntingdonshire advice service, and voluntary and community infrastructure services. It would allow the sector to develop and further support the Council's Corporate Objectives.

As further consideration, the review of the contract proposed to start from April 2020, would be protected from any suggestion of political bias as it would be disparate from the current elections timetable summarised below:-

October 2016	Contracts awarded for voluntary sector funding – 1st April 2017 to 31st March 2021
May 2018	All Out Local Elections
April 2020	New Task & Finish Group to review future funding arrangements 12 months' Notice to existing providers
October 2020	Award new voluntary sector funding to commence 1st April 2021
May 2022	All Out Local Elections

4.3 In considering the options for the duration of the contract, as detailed above, the Group recommend Option C – the award of contract until 31st March 2021.

4.4 Value of Combined Contracts

In January 2016, Cabinet agreed Option 2 – the tapered reduction of voluntary sector funding over the period to 2016/17 to 2019/20. The Group reconsidered this in light of evidence obtained from its review. It recommends that in order to ensure stability and confidence for long term planning within the sector that Option 3 – the reduction of funding in 2016/17, and then the award of a static annual contract value until 2019/20 should be a preferred option. This would require the contract value for 2017/18 to 2019/20 to be amended from the January 2016 recommendation of £189k to £178k to ensure no impact on the Council's approved budget.

	Option 2 £,000	Option 3 £,000	Option 3 (amended) £,000
2016/17	225	225	225
2017/18	201	189	178
2018/19	178	189	178
2019/20	154	189	178
Total	758	792	759

If Cabinet resolve to extend the contract until the 31st March 2021, as per 4.2.3 above, then further consideration of the overall budget will be necessary, as demonstrated below:

	Option 2 £,000	Option 3 Extended to 2020/21 £,000	Option 3 (amended) Extended to 2020/21 £,000
2016/17	225	225	225
2017/18	201	189	172
2018/19	178	189	172
2019/20	154	189	172
2020/21	154	189	172
Total	912	981	913

In considering the options for the value of the combined contracts, the Group recommend that:

- a) the preferred overall budget model is amended from Option 2 to Option 3, of the January 2016 Cabinet report, and subject to this agreement,
- b) that in the case of funding until 2019/20 the value is reduced to £178k per annum, to ensure that this would have no impact on the overall budget or that budget growth of £34k over the MTFS is allocated to the voluntary sector funding; or
- c) that in the case of funding until 2020/21 the value is reduced to £172k per annum, to ensure that this would have no impact on the overall budget or that budget growth of £69k over the MTFS is allocated to the voluntary sector funding.

4.5 The split of financial value between the two contracts

The Task & Finish Group considered the present split of funding across the 5 contracts, as below, and the likely pressures on the sectors over the contract term.

Advice Based Contracts	Infrastructure Based Contracts
Citizens Advice Bureau (£115k)	Hunts Forum for Voluntary Organisations (£38k)
Disability Information Service Huntingdonshire (£19k)	Huntingdon Volunteer Centre (£37)
Care network (£10k)	
Total - £144 (66% of overall budget)	Total - £75k (34% of overall budget)

Table 1: Existing VCS Contracts

In considering the options for the value of the each contacts, the Group recommends a 65% / 35% split in favour of the advice based contract but with flexibility through negotiated contract award of ±10%.

4.6 Contract Award process

The Task & Finish Group recommends that the key themes of any procurement exercise, and outcome based commissioning model, should consider the factors given in Table 2 **Error! Reference source not found.** below.

Provision of advice to Huntingdonshire communities	Provision of infrastructure and support to the Huntingdonshire voluntary and community sector (VCS)
Provide advice to all Huntingdonshire communities, through <ul style="list-style-type: none"> • Face to face contact in the four major towns • Home visiting • Web and telephone access 	Provide advice and support for: <ul style="list-style-type: none"> • Community Infrastructure • Community Self-management • Governance • Trustees • Charity foundation and compliance • Sources of, and application support for funding • The encouragement and recruitment of volunteers
Common Themes across both advice, and infrastructure and support	
<ul style="list-style-type: none"> • Training & Education to school, public, HDC Officers and Councillors and other advisors • Provision of funding to meet the task • Provision of Statistics and 6 monthly reports to O&S • Provision of annual accounts 	

Table 2: Desired Outcomes of Commissioning Model

4.7 The Group recommends that Cabinet should establish a new or retain the existing Group to develop the contract specification including performance metrics, reporting frameworks etc.

4.8 The Contract will be advertised in accordance with the Council's Code of Procurement, and will promote the submission of a detailed business case with supporting outcomes and monitoring metrics.

5. COMMENTS OF OVERVIEW & SCRUTINY

5.1 The Overview and Scrutiny Panel (Communities and Environment) considered the Voluntary Sector Grant Funding Task & Finish Group Final Report at its meeting held on 12th June 2016. There was a consensus that the Group had researched the topic thoroughly and that the conclusions are well thought through.

5.2 Members agreed that it was a good idea to move away from contracts for individual organisations to more strategic contracts and that those contracts are split between advice based contracts and infrastructure based contracts.

5.3 The Panel was in favour of awarding the contracts for the duration of four years until 31st March 2021 as this removed the consideration and awarding of further voluntary sector funding beyond 2021 from the election timetable. Consequently this would mean that the voluntary sector funding could be considered and awarded apolitically.

5.4 Members agreed that the Cabinet should amend the preferred overall budget model, as highlighted in the Voluntary Sector Grant Funding 2016/17 to 2019/2020 report submitted to Cabinet at its meeting in January 2016 to Option 3. Option 3 is reducing the budget in year 1, but then providing an equal annual payment equivalent to the same total amount of spend as option 2. The Panel thought this would allow organisations to better prepare and plan services if their income was consistent year on year.

5.5 Members were in favour of keeping the split of 65% to 35% in favour of advice based contracts but allow for a 10% flexibility through negotiated contract award. This is because Members recognised the need for voluntary sector organisations to know how much they are bidding for but allow for the Council to award a greater or lesser proportion of the contract to an organisation based on the strength of their bid.

5.6 The Panel agreed that the Voluntary and Community Sector (VCS) Grant scheme should have an additional £69k of funding allocated over the period of 2017 to 2021 as this would allow for a smooth transition to a four year contract award. In addition as Huntingdonshire is a growing District, Members thought it would be prudent to grow the scheme to prepare for an increase in demand.

5.7 Members thought that the Task & Finish Group should be retained in order to complete the task of developing the contract terms including performance metrics and reporting frameworks.

5.8 The Panel,

RESOLVED

- 1) to recommend to Cabinet that the VCS Grant scheme should be awarded as two contracts. One contract for advice based services and the other for infrastructure based services.
- 2) to recommend that Cabinet should extend funding until 31st March 2021.
- 3) to recommend that Cabinet should amend the preferred overall budget model, as highlighted in the Voluntary Sector Grant Funding 2016/17 to 2019/2020 report submitted to Cabinet at its meeting in January 2016 to Option 3.
- 4) to recommend to Cabinet that the funding split for the contracts should be 65% to 35% in favour of advice based services but with the flexibility through negotiated contract award of 10% either way.
- 5) to recommend that Cabinet should retain the existing Task & Finish Group, with the inclusion of Councillor P Kadewere, in order to develop the contract terms including performance metrics and reporting frameworks.
- 6) to recommend that Cabinet agree a growth item of £69k over the period of 2017 to 2021.

6. KEY IMPACTS / RISKS

- 6.1 The Council's Corporate Plan 2016-18 recognises with the themes of Enabling Communities, and Becoming a more Efficient and Effective Council, the value of partnerships with the voluntary and community sector in delivering a vision of improving the quality of life, deliver economic growth and provide value for money. Not providing the recommended support to the sector may adversely affect the delivery of the vision and objectives, and may result in instability within the sector.
- 6.2 The Council has historically provided support to the voluntary and community sector, the withdrawal of support may result in reputational damage to the District Council and a lack of trust for our communities.

7. TIMETABLE FOR IMPLEMENTATION

- 7.1 Advertising of the contract, with tender submission by end September.
- 7.2 Review of tenders October, with award of contract by end October 2016.
- 7.3 Commencement of new contract 1st April 2017.

8. LINK TO THE CORPORATE PLAN, STRATEGIC PRIORITIES AND / OR CORPORATE OBJECTIVES

- 8.1 The Council's approved Corporate Plan 2016-18 makes specific referenced to:-
 - 8.1.1 Enabling Communities – particularly, supporting people to improve their health and well-being, and developing stronger and more resilient communities to enable people to help themselves. The plan also provides for two specific Corporate Indicators, the reduction in the number of people accessing the advice services, and the number of volunteer hours worked within Huntingdonshire.

- 8.1.2 Becoming a more Efficient and Effective Council – particularly becoming more efficient in the way we deliver services providing value for money services, and becoming a customer focussed organisation

9. CONSULTATION

- 9.1 Three meetings of Task & Finish Group involved obtaining information from representatives of the voluntary and community sectors, as detailed in the background papers.

10. LEGAL IMPLICATIONS

- 10.1 In advertising, and awarding the proposed contracts the Council must have regards to the Council's Code of Procurement.

11. RESOURCE IMPLICATIONS

- 11.1 In February, the Council approved a VCS Grant scheme through to 2020/21 totalling £0.912m. When this is compared to the VCS Grant scheme proposed by O&S, as shown in the table below, there would be an additional cost to the Council of £69k over the period of the Medium Term Financial Strategy

	Council approved VCS Grant	O&S proposed VCS Grant	Variance
	£000	£000	£000
2016/17	225	225	0
2017/18	201	189	(13)
2018/19	178	189	11
2019/20	154	189	35
2020/21	154	189	35
Total	912	981	69

To balance the overall grants budget, Cabinet could either:

1. Reduce the VCS Grant scheme to £172k per annum from 2017/18.
2. Reduce the current Community Chest budget to meet the net shortfall.
3. Agree a growth item of £69k

12. OTHER IMPLICATIONS

- 12.1 None

13. REASONS FOR THE RECOMMENDED DECISIONS

- 13.1 The proposal for a four-year contract award will provide continued stability for the voluntary and community sector serving Huntingdonshire.
- 13.2 The proposal demonstrates the continued support from the Council to the residents of Huntingdonshire and demonstration of the council's commitment to ensuring the development and enhancement of resilient communities.
- 13.3 The proposal supports the delivery of the Council's corporate objectives

BACKGROUND PAPERS

- Cabinet report January 2016, Report No. 77
(<http://moderngov.huntsdc.gov.uk:8070/ieListDocuments.aspx?CId=256&MId=5684&Ver=4>)
- Voluntary Sector Task & Finish Group meeting notes – 25th February 2016, 14th March 2016, 12th April 2016, 26th April 2016, 19th May 2016

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Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter:	Response to the Proposed Merger of the Trusts Running Hinchingsbrooke and Peterborough and Stamford Hospitals
Meeting/Date:	Overview and Scrutiny Panel (Communities and Environment) – 12th July 2016 Cabinet – 21st July 2016
Executive Portfolio:	Councillor J Palmer (Executive Member for Leisure and Health)
Report by:	Democratic Services Officer (Scrutiny)
Ward(s) affected:	All

Executive Summary:

This report outlines a response to the proposed merger of the Trusts running Hinchingsbrooke and Peterborough and Stamford Hospitals prepared following the Overview and Scrutiny Panel (Communities and Environment)'s special meeting and public engagement exercise on 28th June 2016. The response has been written in the form of a letter to the Chairman of the Hinchingsbrooke Health Care NHS Trust and, subject to endorsement by Cabinet, will be sent out in early August and copied to the Peterborough and Stamford Hospitals NHS Foundation Trust and local MPs.

Should additional information become available from the Trusts at a later date, the Council could of course respond further. The Chief Executive has been invited to return to a future meeting of the Overview and Scrutiny Panel (Communities and Environment) once the Full Business Case is available.

Recommendations:

The Cabinet is asked to consider the letter at Appendix A and endorse this as the Council's current observations to the proposed merger.

1. PURPOSE OF THE REPORT

- 1.1 To present the draft response of the Council to the proposed merger of the Trusts running Hinchingsbrooke and Peterborough and Stamford Hospitals, prepared following the Panel's special meeting and public engagement exercise on 28th June 2016 and to seek Cabinet endorsement to submit this as a formal response from the Council.

2. BACKGROUND

- 2.1 The Overview and Scrutiny Panel (Communities and Environment) held a special meeting on 28th June 2016 to consider the proposed merger of Hinchingsbrooke Health Care NHS Trust (HHCT) and the Peterborough and Stamford Hospitals NHS Foundation Trust (PSHFT).
- 2.2 The Panel welcomed the opportunity to hear from the Chief Executive of HHCT, Lance McCarthy, as well as from the Chairman of Healthwatch Cambridgeshire, Val Moore. The meeting also included a public participation session and an opportunity for non-Panel Members to ask about the likely impacts of the proposal.
- 2.3 The Panel has reflected on what they have heard and requested that a response be sent to inform the consultation during the development of the Full Business Case. A draft response is attached at Appendix A.

3. SUMMARY OF THE SPECIAL MEETING AND THE PANEL'S CONCLUSIONS

- 3.1 During the meeting, Mr McCarthy explained that an Outline Business Case (OBC) for collaborative work between the two Trusts had been approved by both Trust Boards in May 2016. A merger is the preferred option as it is expected to deliver the most benefits in terms of financial and clinical sustainability.
- 3.2 Mr McCarthy stated that a Full Business Case would be developed over the summer and considered by both Trust Boards in September 2016. If a merger proceeds this will take place on 1st April 2017. Although the Panel recognises the need for a timetable, Members thought that this was too short and that the Boards were trying to do too much too soon.
- 3.3 It came to light that the current Board only includes one member living within the hospital's general catchment area. Members were concerned that this has resulted in a 'democratic deficit' and would prefer current and future Trust Boards structures to be more representative of local people.
- 3.4 When asked, Mr McCarthy explained that the merger would technically be an acquisition of HHCT by PSHFT since the latter is a Foundation Trust and cannot legally be dissolved. Although Mr McCarthy offered Members reassurance that the arrangement would be a collaboration, Members remained concerned that a legal acquisition could result in Hinchingsbrooke being treated as the 'poor relation'. Members want further reassurance that if a merger was to happen, then Huntingdonshire residents would continue to be able to access the full range of acute services currently provided at Hinchingsbrooke.
- 3.5 The Panel heard from Mr McCarthy that the Trust Boards had not determined how they would engage with the public. While acknowledging that activity was suspended during the purdah period for the EU referendum, the Panel was

concerned to hear this. Members would like to see clear messages delivered and thought it essential that a programme be set out for proactive public engagement both now and after a review of the Full Business Case in September.

- 3.6 During his presentation, Mr McCarthy highlighted that through collaboration both Trusts expect to save £9m between both hospitals by integrating back office functions. The Panel are keen to see information published on how these expected savings would be split between HHCT and PSHFT. This would provide transparency and reassurance to residents that savings would be apportioned fairly between the hospitals.
- 3.7 Mr McCarthy stated that as a result of the merger approximately 70 roles may be made redundant across both Trusts. The Panel was informed that the turnover of staff between the two hospitals already stands at around 70 per week so the redundancies may well mainly be managed by deleting vacant posts. However the Panel are concerned about the impact of redundancies on members of staff and have asked for details of where redundancies would be made. This would show whether job losses are likely to be balanced across all hospital sites.
- 3.8 The Panel was heartened to hear from Mr McCarthy that all of these issues and challenges were being explored robustly and that the focus of HHCT's work with PSHFT is ensuring the financial and clinical sustainability of safe, local healthcare services and that there is no intention of existing services provided at the Hinchingsbrooke site being moved to other locations or patients being required to travel elsewhere to receive care. The Panel expects the Boards of both Trusts, and any future Board of a new merged Trust, to stand by these public statements and to ensure that the provision of healthcare services at the Hinchingsbrooke site for the benefit of Huntingdonshire residents is at the forefront of all current and future plans.

4. COMMENTS OF OVERVIEW & SCRUTINY

- 4.1 The Overview and Scrutiny Panel (Communities and Environment) considered the report and the letter in Appendix A. Members thought that the letter highlights the concerns the Panel has with the proposed merger and the process of the development of the Full Business Case.
- 4.2 The Panel reviewed the letter and requested some amendments be made to ensure that none of the statements made could be misinterpreted as an endorsement of the approach adopted by the Trust Boards. These amendments have been made to the version attached to this report.
- 4.3 Members agreed that as the letter is a Council response that it should be signed by the Executive Leader of the Council. Therefore Councillor Tim Alban's details have been replaced with the Executive Leader's details.
- 4.4 The Panel agreed that, as the letter highlighted concerns regarding the process of the development of the Full Business Case, the Cabinet should agree to send the letter soon, prior to a decision by the Trust Boards.
- 4.5 Members agreed that if the Cabinet do not agree to endorse the letter as a Council response then no response should be sent at the present time.

5. LINK TO THE CORPORATE PLAN

- 5.1 The Council has a Strategic Priority of “Enabling Communities” and is committed to supporting people to improve their health and well-being. The Council has a role in scrutinising proposed changes to local health care.

6. REASONS FOR THE RECOMMENDED DECISIONS

- 6.1 The Panel had some concerns about the proposed merger and the processes being followed to develop the Full Business Case. The Panel intends to submit a response to HHCT detailing their views and invites Cabinet to endorse this response.

7. LIST OF APPENDICES INCLUDED

- 7.1 Appendix A – Draft Response to the Proposed Merger of the Trusts Running Hinchingbrooke and Peterborough and Stamford Hospitals.

CONTACT OFFICER

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Mr Alan Burns
Chairman, Hinchingsbrooke Health Care NHS Trust
Hinchingsbrooke Hospital
Hinchingsbrooke Park
Huntingdon
Cambridgeshire
PE29 6NT

Date

Dear Mr Burns,

PROPOSED MERGER OF THE TRUSTS RUNNING HINCHINGBROOKE AND PETERBOROUGH AND STAMFORD HOSPITALS – CURRENT OBSERVATIONS OF HUNTINGDONSHIRE DISTRICT COUNCIL

Huntingdonshire District Council's Overview and Scrutiny Panel (Communities and Environment) recently held a special meeting to consider the proposed merger of Hinchingsbrooke Health Care NHS Trust (HHCT) and the Peterborough and Stamford Hospitals NHS Foundation Trust (PSHFT). Members welcomed the opportunity to hear from your Chief Executive, Lance McCarthy, as well as from the Chairman of Healthwatch Cambridgeshire, Val Moore. With questions from local residents answered during a public participation session and an opportunity for our elected Members to ask for further explanation of the likely impacts of the proposal, the Panel reflected on what they heard and, with the full endorsement of the Council's Cabinet, both groups of Members have requested that this letter be sent to inform your consultation during the development of the Full Business Case. The Council's key observations are:

1 - Focus of the Trust Board's plans - Members were heartened to hear from your Chief Executive that the focus of your work with PSHFT is ensuring the financial and clinical sustainability of safe, local healthcare services and that there is no intention of existing services provided at the Hinchingsbrooke site being moved to other locations or patients being required to travel elsewhere to receive care. This announcement builds on the statement in the Outline Business Case's Executive Summary that *"there is a joint commitment from both trusts to ensure the ongoing provision of safe, sustainable core acute services from Hinchingsbrooke Hospital"*. The Council welcomes this commitment and also the rigorous way the challenges and solutions for local healthcare are being explored by the Trusts, but care is required that options and solutions are not rushed and that the Trusts' proposals are realistic and do not risk failure by attempting to achieve too much too soon in the scale and impact of change.

The Council expects the Boards of both Trusts, and any future Board of a new merged Trust, to stand by these public statements and to ensure that the ongoing provision of healthcare services at the Hinchingsbrooke site for the benefit of Huntingdonshire residents is at the forefront of all current and future plans.

2 - Assurance required of a proper and meaningful public consultation and democratic mandate -

Based on feedback at our meeting on 28 June, and also the 6,309 local residents who have previously signed a petition to say *"We are opposed to merging Hinchingsbrooke Hospital with Peterborough Hospital and a subsequent reduction in services at Hinchingsbrooke"*, the Council is concerned that the public engagement so far has done little to alleviate anxiety and worry among our local residents. While acknowledging that activity was suspended during the purdah period for the EU referendum, the Council would like to see clear messages delivered and reassurances given publicly that Hinchingsbrooke won't be treated as a 'poor relation' if you decide to proceed with a merger. It is essential that a clear programme is set out early for proactive public engagement both now and after a review of the Full Business Case in September.

The Council is concerned that the lack of local representation on the HHCT Board appears to indicate a 'democratic deficit'. While your Chief Executive told us that a new NHS Foundation Trust would be required to have representation from local residents and Hinchingsbrooke staff, the decision regarding on the Formal Business Case will be made by the current Board which only includes one member living within the hospital's general catchment area. This means there is even greater need to engage openly and meaningfully with local residents and a clear obligation to demonstrate how the views of the Huntingdonshire community have been considered and accounted for in your final proposals.

3 – Need for clarity, consistency and transparency of language - In presenting the proposal to the public, the Council would like to see greater care taken by all HHCT representatives and within documentation over the language and terminology used. There is clearly confusion amongst the public as to what is being considered and proposed. With the merger technically being an actual acquisition of Hinchingsbrooke by PSFHT, this should be explained clearly with an emphasis on the reasons why this is being considered or deemed necessary. An acquisition, perceived potentially as a 'take-over' as opposed to a genuine merger of equals, raises inevitable concerns of balance of influence and proportionality. Residents ought to be given reassurance and confidence that services will continue to be delivered locally and that patients won't need to travel to other sites to receive quality healthcare.

4 – Proportionality, influence and balance on an equitable 'group' basis - The Council is keen to see the details of costs and benefits clearly identified through the development of the Full Business Case. In particular, they would like to see information and the formula published on how the expected £9m savings through integrating back office functions would be split between HHCT and PSFHT (albeit this may be a nominal split given a merger would see one organisation controlling all funds). This would provide transparency and reassurance that savings would be apportioned fairly.

Linked to this, the Council would also like to see details published on where potential redundancies would be made. This would show whether job losses are likely to be balanced across all hospital sites and importantly, a holistic 'group' view taken across not only the Hinchingsbrooke and Peterborough campuses but also inclusive of Stamford and the contribution it can make to restructuring and realignment. With efficiency savings planned through a separate workstream, the Council would also like to see details of potential job losses that may arise from that process so that it can gain an understanding of the total number of employees likely to be made redundant and the impact this will have on staff themselves and consequently upon care services and also, critically, how healthcare capacity is to be retained and indeed enhanced through accompanying process efficiencies.

May I take this opportunity to thank you again for the time Lance McCarthy has spent with the Council on a number of occasions to keep us informed on these undoubtedly challenging and

complex issues, which is both helpful and appreciated. Should you require any further information or clarification on the above, please do not hesitate to contact me via the details below.

In the meantime, I do sincerely hope you will take into serious account the views of the Council as you develop the Full Business Case between now and September. Indeed, I look forward to discussion on and explanation of the Business Case when available.

Yours sincerely,

Councillor Robin Howe
Executive Leader, Huntingdonshire District Council
Email: robin.howe@huntingdonshire.gov.uk

CC - Lance McCarthy, Chief Executive Officer, Hinchingsbrooke Health Care NHS Trust
Rob Hughes, Chairman, Peterborough and Stamford Hospitals NHS Foundation Trust
Stephen Graves, Chief Executive, Peterborough and Stamford Hospitals NHS Foundation Trust
Jonathan Djanogly MP, Huntingdon Constituency
Shailesh Vara MP, North-West Cambridgeshire

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Public
Key Decision – No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Representation on Organisations
Meeting/Date: Cabinet – 21 July 2016
Executive Portfolio: Executive Leader
Report by: Democratic Services Officer
Ward(s) affected: All

Executive Summary:

The Council's representation on a variety of organisations and partnerships is reviewed annually. Listed in the attached schedule, Appendix 1, are those organisations/partnerships to which the Council appoints representatives for 2016/17. The first part refers to partnerships and the second part to general external bodies/groups. These appointments are important to ensure the Council is efficient and effective on how it spends time, resources and influences outcomes.

Recommendation(s):

That the Cabinet:

- i. make nominations, if deemed necessary, to the organisations and partnerships referred to in Appendix 1;
- ii. agree to not appoint representatives to those organisations/partnerships as indicated in Appendix 1;
- iii. that appointed Members be required to report on a quarterly basis, in writing, to the relevant Overview and Scrutiny Panel; and
- iv. in the event that changes or new appointments are required to the District Council's representation during the course of the year, the Corporate Team Manager be delegated, after consultation with the Deputy Executive Leader, to nominate and authorise alternative representatives as necessary.

1. PURPOSE OF THE REPORT

- 1.1 For the Cabinet to make appointments to the organisations/partnerships referred to in Appendix 1.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 The Council's representation on a variety of organisations and partnerships is reviewed annually.
- 2.2 Listed in Appendix 1 are those organisations and partnerships that the Council appointed representatives to for 2015/16 and those that require appointment to for 2016/17.
- 2.3 For the sake of transparency the list includes those appointments that are the responsibility of the Licensing and Protection Committee and Overview and Scrutiny Panel (Communities and Customers).
- 2.4 A review of the organisations and partnerships has been undertaken and those that the Cabinet are requested to no longer appoint to are indicated as 'Do Not Appoint' on the attached schedule, Appendix 1. However, this does not preclude the Cabinet from also deciding to not appoint to other organisations and partnerships.
- 2.5 The number of meetings held each year by these organisations and partnerships varies and in accepting these appointments Members are required to endeavour to attend each meeting, in order to fully represent the Council.
- 2.6 To improve the monitoring of how these organisations and partnerships contribute to the Council and its Corporate Objectives it is proposed that the appointed Members be required to report on a quarterly basis, in writing, to the relevant Overview and Scrutiny Panel. This will enable Members to provide an update about the respective organisation/partnership.
- 2.7 A number of Internal Drainage Boards were supported in 2015/2016 by Officers from the Projects and Assets Team. As part of the Zero Based Budget process, consultation is being undertaken that the Projects and Assets Team be discontinued. The Cabinet are therefore requested to be mindful when making appointments that as a result there may not be the Officer support in the future.
- 2.8 Previously the Cabinet have appointed Officers and former Councillors to organisations/partnerships. It is considered appropriate that when the Cabinet are considering appointments to organisations and partnerships for 2016/17 that these should only be serving District Councillors.
- 2.9 In the event that changes or new appointments are required to the District Council's representation during the course of the year, it is proposed that delegation be given to the Corporate Team Manager, after consultation with the Deputy Executive Leader, to nominate and authorise alternative representatives as necessary.

3. LINK TO THE CORPORATE PLAN, STRATEGIC PRIORITIES AND/OR CORPORATE OBJECTIVES

- 3.1 Appointing to the various organisations and partnerships will contribute to the following elements of the Corporate Plan:

- Enabling sustainable growth – to develop sustainable growth opportunities in and around our market towns; and
- Working with our Communities – to create safer, stronger and more resilient communities; improve health and well-being; and to empower local communities.

4. CONSULTATION

- 4.1 To ensure that the Council's representation remained appropriate and added value, each of the organisations and partnerships that the Council appointed to in 2015/2016 were contacted and invited to complete a review form.
- 4.2 Last year the Council appointed to 55 organisations and partnerships. 50 of those organisations and partnerships were appointed to by the Cabinet, 4 by the Licensing and Protection Committee and the remaining appointment made by the Overview and Scrutiny Panel (Communities and Environment).
- 4.3 Of the 55 organisations and partnerships, responses were received regarding 30 of those. Those organisations and partnerships that did not respond to the consultation are highlighted yellow in Appendix 1. The consultation responses are attached as Appendix 2.

5. RESOURCE IMPLICATIONS

- 5.1 Members appointed to represent the Council on any organisations/partnerships are entitled to claim travel and subsistence allowance, which is attributed to the Members Allowances and Support budget.

6. REASONS FOR THE RECOMMENDED DECISIONS

- 6.1 To undertake the annual review of the Council's representation on a variety of organisations and partnerships. To ensure the Council is efficient and effective on how it spends time, resources and influences outcomes.

7. LIST OF APPENDICES INCLUDED

- 7.1 Appendix 1 - Representatives on Organisations 2016/17.
- 7.2 Appendix 2 – Responses to Review.

BACKGROUND PAPERS

None

CONTACT OFFICER

Melanie Sage, Democratic Services Officer
 Tel No. (01480) 388169
Melanie.sage@huntingdonshire.gov.uk

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REPRESENTATIVES ON ORGANISATIONS 2016/17

PARTNERSHIPS	Nominating/ Appointing Panel	Approx No. of Meetings Per Annum	Representative(s) 2015/2016	Representative(s) 2016/2017	HDC Contact Officer
Cambridgeshire Health and Well-Being Board	Cabinet	6	Cllr D Brown		Head of Leisure and Health ☎ 388049
Cambridgeshire Future Transport – Cross Party Working Group	Cabinet		Cllr D B Dew (Scrutiny Rep: Cllr J White)		Transport Team Leader ☎ 388387
Cambridgeshire Older People's Partnership Board¹	Cabinet	4	Cllr R J West	Do Not Appoint	Housing Strategy Manager ☎ 388203
Cambridgeshire Community Safety Strategic Board (subject to review)	Cabinet	3/4	Cllr R Harrison		Head of Community ☎ 388280
Cambridgeshire Police and Crime Panel	Cabinet	5	Councillor J D Ablewhite and Councillor S Criswell (Substitute)		Corporate Director (Delivery) ☎ 388301
East of England Local Government Association	Cabinet	4/5	Cllr J D Ablewhite		PA to the Executive Leader ☎ 388002
Great Fen Project Steering Committee	Cabinet	11	Mr P Mitchell and Mr A Moffat		Head of Development ☎ 388400

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¹ Head of Leisure and Health to attend on behalf of the Council. No requirement to have a District Councillor on the Board.

PARTNERSHIPS	Nominating/ Appointing Panel	Approx No. of Meetings Per Annum	Representative(s) 2015/2016	Representative(s) 2016/2017	HDC Contact Officer
Huntingdonshire Local Strategic Partnership – Children and Young People	Cabinet	4	Cllr R Harrison		Corporate Team Manager ☎ 388100
Growth & Infrastructure²		4	Cllr D B Dew		Head of Development ☎ 388400
Health and Well-Being		4	Cllr R Harrison		Head of Leisure and Health ☎ 388049
Huntingdonshire Community Safety Partnership		6	Cllr R Harrison		Head of Community ☎ 388280
Huntingdonshire Strategic Partnership Board³	Cabinet	4/5 various locations – hosted by main partners	Cllrs J D Ablewhite and R Howe	Do Not Appoint	Corporate Team Manager ☎ 388400
Joint Strategic Planning Member Board	Cabinet	6	Cllrs J D Ablewhite, D B Dew and M Shellens		Corporate Director (Delivery) ☎ 388301
Neighbourhood Management Group – Eynesbury⁴	Cabinet	6	Cllr A Hansard	Do Not Appoint	Healthy Communities Manager ☎ 388377
Recycling in Cambridgeshire and Peterborough Board (formerly Waste Management and Environment Forum)	Cabinet	6	Cllr R C Carter		Head of Operations ☎ 388645

² At the meeting of the Cabinet on 18 May 2016 the following Members were appointed to serve on the Huntingdonshire District Council Growth and Infrastructure Thematic Group: Cllrs Butler, Conboy, Dew and the Executive Councillor for Planning Policy, Housing and Infrastructure.

³ No longer meets.

⁴ No longer exists.

Part 2

ORGANISATION	Nominating/ Appointing Panel	Approx No. of Meetings Per Annum	Representative(s) 2015/2016	Representative(s) 2016/2017	HDC Contact Officer
Cambridgeshire Chambers of Commerce – Huntingdonshire Chamber	Cabinet	12 (1 st Wed of every month at 8.30am)	Cllr Mrs A D Curtis		Economic Development Manager ☎ 387096
Cambridgeshire Armed Forces Community Covenant Board	Cabinet	4	Cllr R Harrison		Corporate Director (Delivery) ☎ 388301
Cromwell Museum Management Cttee⁵	Cabinet	2	Cllr D Brown and Cllr S Cawley	Do Not Appoint	Democratic Services Officer ☎ 388169
Envar Ltd, St Ives Composting Facility – Site Liaison Forum	Cabinet	1	Cllr R Harrison		Head of Community ☎ 388280
Huntingdon Association of Community Transport	Cabinet	4	Cllr Ms L Kadić		Transport Team Leader ☎ 388387
Huntingdon Freeman's' Trust (4 year term expires June 2018)	Cabinet	12	Cllr Ms L Kadić		Democratic Services Officer ☎ 388169
Huntingdonshire Flood Forum	Cabinet	2	Cllr R C Carter		Project and Assets Manager ☎ 388380
Huntingdonshire Volunteer Centre - District	Cabinet	3 & AGM	Cllr D Harty/ Cllr K Baker		Healthy Communities Manager ☎ 388377

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⁵ No longer in operation since the Museum became a charitable Trust.

ORGANISATION	Nominating/ Appointing Panel	Approx No. of Meetings Per Annum	Representative(s) 2015/2016	Representative(s) 2016/2017	HDC Contact Officer
Internal Drainage Boards – Alconbury and Ellington	Cabinet	2	Cllrs K M Baker, J White, Messrs C Allen, E K Heads and L M Simpson		Project and Assets Manager ☎ 388380
Benwick		2	Mr P Lummis		Project Engineer ☎ 388372
Bluntisham		2	Mr P Lummis		Project Engineer ☎ 388372
Conington and Holme		1/2	Cllr P G Mitchell and Mr J S Watt together with Mr C Allen		Project and Assets Manager ☎ 388380
Ramsey First (Hollow)		2	Mr P Lummis		Project Engineer ☎ 388372
Ramsey Fourth (Middle Moor)		2	Mr P Lummis and Cllr J M Palmer		Project Engineer ☎ 388372
Ramsey, Upwood and Great Raveley		4	Cllr P L E Bucknell and Mr P Lummis and one vacancy		Project Engineer ☎ 388372
Sawtry		1	Cllrs R G Tuplin and D Tysoe, Mr C Allen, *** Chairman of Sawtry Parish Council and one vacancy	*** Chairman of Sawtry Parish Council	Project and Assets Manager ☎ 388380
Sutton and Mepal		2	Mr P Lummis		Project Engineer ☎ 388372
The Ramsey		4	Cllr E R Butler, Mr P Lummis and one vacancy		Project Engineer ☎ 388372
Warboys, Somersham and Pidley		2	Cllrs G J Bull and Criswell and Mr P Lummis and Mr M F Newman		Project Engineer ☎ 388372
Whittlesey		4	Mr C Allen		Project and Assets Manager ☎ 388380
Woodwalton Drainage Commissioners		1	Mr M F Newman		Project and Assets Manager ☎ 388380

ORGANISATION	Nominating/ Appointing Panel	Approx No. of Meetings Per Annum	Representative(s) 2015/2016	Representative(s) 2016/2017	HDC Contact Officer
Holmewood & District		3	Cllr G J Bull		Project and Assets Manager ☎ 388380
Little Gransden Aerodrome Consultative Committee	Cabinet	2	Cllr R J West		Head of Development ☎ 388400
Local Water Forum	Cabinet	4	Cllr D M Tysoe		Corporate Director (Delivery) ☎ 388301
Luminus Homes	Cabinet	2	Cllrs R Fuller and R C Carter and A Curtis and Mr L M Simpson and Cllr J White		Housing Needs and Resources Manager ☎ 388220
Luminus group (parent)	Cabinet	10	Mr L M Simpson		Housing Needs and Resources Manager ☎ 388220
Oak Foundation (sheltered/charitable)		3	Cllr D Harty		Housing Needs and Resources Manager ☎ 388220
Middle Level Commissioners	Cabinet	2 (and Annual Inspection)	Cllr P Mitchell		Project and Assets Manager ☎ 388380
15 Oxmoor Community Action Group (OCAG)	Cabinet	6	Cllr Ms L Kadić		Democratic Services Officer ☎ 388169
Pensions Consultative Group⁶	Cabinet	2/3	Cllr J A Gray	Do Not Appoint	Head of Resources ☎ 388157
Red Tile Wind Farm Trust Fund Ltd (formerly Red Tile Wind Farm Community Fund)	Cabinet	4	Cllr P L E Bucknell		Head of Community ☎ 388280

⁶ Group no longer exists.

ORGANISATION	Nominating/ Appointing Panel	Approx No. of Meetings Per Annum	Representative(s) 2015/2016	Representative(s) 2016/2017	HDC Contact Officer
Stilton Children and Young People's Facilities Association	Cabinet	4	Cllr T D Alban		Healthy Communities Manager ☎ 388377
Town Centre Management Initiatives/Partnerships/ Management Team – BID Huntingdon	Cabinet	11	Cllr T D Sanderson		Economic Development Manager ☎ 387096
St Ives Town Centre Management Team		11	Cllr J W Davies		Project and Assets Manager ☎ 388380
Trustees of Kimbolton School Foundation (3 year term expires June 2017)	Cabinet	3	Cllr J A Gray		Democratic Services Officer ☎ 388169

The following appointments are being made by the Licensing and Protection Committee its meeting on 19 July 2016:

Cambridgeshire Consultative Group for the Fletton Brickworks Industry	Licensing		Cllr E R Butler and Head of Community		Head of Community ☎ 388280
Little Barford Power Station Liaison Committee	Licensing	1	Cllr A Hansard and Head of Community		Head of Community ☎ 388280
Needingworth Quarry Local Liaison Committee	Licensing		Cllrs R Carter and M Francis and Head of Community		Head of Community ☎ 388280
Warboys Landfill Local Liaison Group	Licensing	1	Cllr P L E Bucknell and Head of Community Services or nominee		Head of Community ☎ 388280

The following appointment was made by the Overview and Scrutiny Panel (Communities and Environment) at its meeting on 18 May 2016:

Cambridgeshire County Council Health Committee	Overview and Scrutiny Panel (Communities and Environment)	5	Cllr D Brown and Councillor Mrs D Reynolds (Substitute)	Cllr A Dickinson	Head of Leisure and Health ☎ 388049
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*** Nomination should be Chairman of Sawtry Parish Council and not named individual.

HUNTINGDONSHIRE DISTRICT COUNCIL REPRESENTATION ON ORGANISATIONS

Consultation Responses

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Ramsey Fourth (Middle Moor)	
Ramsey, Upwood and Great Raveley	
Sawtry	
Sutton and Mepal	
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Summary of External Organisation

(please complete both sides of this form)

Name of Organisation:		Cambridgeshire Future Transport – Cross Party Working Group	
Address:		HDC	
Tel No.		Email Address:	
Contact Officer:		Mr S Bell Team Leader, Transportation	
Please describe the aims of Organisation including implications/expectations of representatives:			
<p>THIS IS A COUNTY COUNCIL GROUP NOW RENAMED 'LOCAL TRANSPORT MEMBER STEERING GROUP'.</p> <p>IT COVERS COMMUNITY TRANSPORT SCHEMES ACROSS CAMBRIDGESHIRE + THE DEVELOPMENT OF NEW SCHEMES + INITIATIVES.</p>			
Number of meetings held during the course of the municipal year?	4	Does the District Council representative regularly attend these meetings?	OCCASIONALLY
What value do you think Council representation provides to the organisation and for the Council?	AT PRESENT THIS IS MINIMAL AS THE FOCUS OF DEVELOPMENT WORK IS OUTSIDE HUNTS.		
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	IT DOES COVER SCHEME CHANGES + EMERGING PROPOSALS, WHEN APPROPRIATE		
In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?	OFFICERS ALSO ATTEND AND A MINIMUM 'WATCHING BRIEF' IS NEGOTIATED DUE TO CONTRIBUTORY BUDGET FUNDING TO HAST PROVIDED BY HOC.		

**Any additional
comments you might
wish to make?**

Thank you for your assistance

Please return to –

**External Organisation Representation
Democratic Services
Corporate Team
Huntingdonshire District Council
Pathfinder House, St. Mary's Street
Huntingdon PE29 3TN**

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169

Summary of External Organisation
(please complete both sides of this form)

Name of Organisation:		Huntingdonshire Local Strategic Partnership – Children and Young People	
Address:		Cambridgeshire County Council Shire Hall Castle Hill Cambridge CB3 0AP	
Tel No.	01480 373813	Email Address:	Sarah.tabbitt@cambridgeshire.gov.uk
Contact Officer:		Sarah Tabbitt	
<p>Please describe the aims of Organisation including implications/expectations of representatives:</p> <p>Purpose:</p> <ul style="list-style-type: none"> To deliver better outcomes for children and young people in Huntingdonshire: Achieved through joint planning and working that adds value to the work of any one organisation and avoids duplication of provision: <p>Role:</p> <ul style="list-style-type: none"> Forum to raise and discuss areas of collective interest relating to CYP Identify provision - develop and implement activities Work together to find solutions when groups and barriers are identified Advise CTEP on locally emerging issues Promote safeguarding <p>Member Responsibilities:</p> <ul style="list-style-type: none"> Commit to partnership working to address priorities Ensure effective 2 way communication between the Area Partnership and the Organisation/ Service they represent Attend meetings or arrange a substitute 			
Number of meetings held during the course of the municipal year?	4	Does the District Council representative regularly attend these meetings?	No
What value do you think Council representation provides to the organisation and for the Council?	<p>Potential:</p> <ul style="list-style-type: none"> Speed up progress, unlock blocks where HDC input is required Contribute to community perspectives Find Partners that can contribute to HDC projects and work streams Hear the voice of CYP 		
Please provide an explanation of the	<ul style="list-style-type: none"> Increasing uptake of Free School Meals linked to HDC benefits system Child Sexual Exploitation – Community Safety Priority 		

<p>specific items considered/discussed by the Organisation that is relevant to the Council.</p>	<ul style="list-style-type: none"> • Supporting New Communities • A community approach to addressing mental health needs for CYP • Increasing Employability of CYP • YP Voice – being a Young Person in Huntingdonshire in 2016
<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>Not essential: The Area Partnership has worked without councillor input to date. However we believe there would be benefit to HDC and the Area Partnership if we had more regular input from an Elected Member. We are happy to discuss how this representation takes place e.g. meeting outside eth Hunts Area Partnership meetings to keep in touch.</p>
<p>Any additional comments you might wish to make?</p>	

Thank you for your assistance

Please return to –

**Melanie Sage, Democratic Services Officer,
Democratic Services
Corporate Team
Huntingdonshire District Council
Pathfinder House, St. Mary's Street
Huntingdon PE29 3TN**

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169

Summary of External Organisation
(please complete both sides of this form)

Name of Organisation:		Huntingdonshire Local Strategic Partnership – Health & Well-Being	
Address:		Huntingdonshire District Council	
Tel No.	8049	Email Address:	Jayne.wisely@huntingdonshire.gov.uk3
Contact Officer:		Jayne Wisely	
<p>Please describe the aims of Organisation including implications/expectations of representatives:</p> <p>The terms of reference are as follows:-</p> <ul style="list-style-type: none"> ◆ To provide a forum for the wider engagement of parties interested in health, including mental health and related issues so that they may jointly evolve solutions to protect and improve the health and wellbeing of residents in Huntingdonshire; ◆ To provide leadership and strategic direction to Hunts local strategic partner organisations and thematic groups to enable them to contribute to improving the health and well-being of the people of Huntingdonshire; ◆ To provide local information, to the Cambridgeshire Health and Wellbeing Board, related to health and well-being within Huntingdonshire and the impact (actual or potential) of any relevant: policy changes, service changes, proposals and/or identified need. ◆ To consider existing issues or those likely to arise, that may require interventions to protect the health of people in Huntingdonshire, determinant of health, improve public health or affect change to services impacting on health/care services; ◆ To contribute to the delivery and implementation of local health improvement and well-being priorities, in partnership, as identified in the Cambridgeshire Health & Well-Being Strategy – and in the local action plans. <p>The role of the Council representative is twofold:-</p> <ol style="list-style-type: none"> a) To understand the local health and wellbeing landscape, emerging issues and changing landscape to with the support of the Head of Leisure and Health report these back into the HDC political arena for understanding and potential action b) To represent the issues and concerns of the locality into the county-wide Health and Wellbeing arena, being the political conduit between the two. 			
Number of meetings held during the course of the municipal year?	4	Does the District Council representative regularly attend these meetings?	Due to changing representatives on the Health Committee and Health and Wellbeing board (3 in the last year) there has not been a consistent Member attendance since Cllr West
What value do you think Council representation provides to the	<p>See points a) and b) above.</p> <p>The partnership considers and discusses all issues that affect the health and</p>		

<p>organisation and for the Council?</p>	<p>wellbeing of the community, it is critical that the Council is represented at these meetings as this is a responsibility of the Council along with the key health care providers. It is essential that they are able to see and articulate the contribution that the Council makes to the health and wellbeing of our residents in delivering its services</p> <p>At the April meeting of the HH&W partnership, it was unanimously agreed that there should be and there is real benefit for a Council representative sitting on the partnership</p>
<p>Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.</p>	<p>Along with the 3 key local priorities of the partnership</p> <ol style="list-style-type: none"> a) Older people b) Obesity and Excess weight in Children and Adults c) Mental Health <p>Recent agenda items have included</p> <ul style="list-style-type: none"> • Cambridgeshire and Peterborough healthcare system sustainability and transformation programme • Welfare reform and effects of universal credit in Huntingdonshire on health • Joint Strategic Needs Assessment – Transport (active travel, active communities and planning for both) • Joint Strategic Needs Assessment – New communities (Alconbury Weald) • Hinchingsbrooke Health Campus • Good practice in using social media to engage and consult with health matters • Re-commissioning of Handy-person scheme – people living independently in their own homes • Update of Community navigator scheme - supported by HDC
<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>Yes – to understand the local issues and be the key conduit to feed these into the Cambridgeshire Health and Wellbeing board – ensuring local issues are given due consideration.</p>
<p>Any additional comments you might wish to make?</p>	<p><u>In my opinion</u> the representative should either mirror the HDC representative on the Health committee and Health and Wellbeing Board, or be the Portfolio Holder for Leisure and Health</p>

Thank you for your assistance

Please return to –

**Melanie Sage, Democratic Services Officer,
Democratic Services
Corporate Team
Huntingdonshire District Council
Pathfinder House, St. Mary's Street
Huntingdon PE29 3TN**

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169

Summary of External Organisation
(please complete both sides of this form)

Name of Organisation:		Huntingdonshire Community Safety Partnership	
Address:		Huntingdonshire District Council	
Tel No.	01480 388233	Email Address:	claudia.deeth@huntingdonshire.gov.uk
Contact Officer:		Claudia Deeth	
<p>Please describe the aims of Organisation including implications/expectations of representatives:</p> <p>The Huntingdonshire Community Safety Partnership is made up of six statutory partners with the Local Authority being one of them, as well as other invited organisations. The Partnership has been in existence since 1998 as a requirement of the Crime and Disorder Act. The Partnership meets four times a year and considers and makes relevant decisions in relation to their three year, annually refreshed community safety plan.</p> <p>Those attending are expected to have a working knowledge of issues of crime, disorder and anti-social behaviour that are relevant to Huntingdonshire. They will be expected to contribute to discussions, make decisions and consider funding applications in line with the Partnerships' priorities.</p> <p>Although the Partnership only meets quarterly, there is an expectation for members to read the papers ahead of the meeting and there is often email correspondence that may require a response in between meetings.</p>			
Number of meetings held during the course of the municipal year?	4	Does the District Council representative regularly attend these meetings?	District Councillors in the past have attended regularly. The Community Safety Team Leader employed by the Council attends every meeting.
What value do you think Council representation provides to the organisation and for the Council?	<p>The District Council is a statutory partner of the HCSP and therefore has a duty to be represented at the meetings. There is currently consistent representation in the form of the Community Safety Team Leader but it is also beneficial to have member representation at the meetings. A District Councillor can provide information to the Partnership from a different perspective and from a communities' point of view. They can also share information that they receive from the HCSP with our communities.</p>		
Please provide an explanation of the specific items considered/discussed by the Organisation that	<ul style="list-style-type: none"> • Annual crime, disorder and anti-social behaviour priorities; • Funding bids • Quarterly crime trends • Crime types of concern and emerging issues 		

<p>is relevant to the Council.</p>	
<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>This depends on whether the commitment remains for there to be representation from 'Community' to attend the meetings as there is a statutory requirement for HDC to be represented on the Partnership. Value is definitely added by a member attending these meetings.</p>
<p>Any additional comments you might wish to make?</p>	

Thank you for your assistance

Please return to –

**Melanie Sage, Democratic Services Officer,
Democratic Services
Corporate Team
Huntingdonshire District Council
Pathfinder House, St. Mary's Street
Huntingdon PE29 3TN**

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169

Summary of External Organisation
(please complete both sides of this form)

Name of Organisation:		Recycling in Cambridgeshire and Peterborough Board	
Address:		Cambridgeshire County Council Shire Hall Castle Hill Cambridge CB3 0AP	
Tel No.	01223 727 977	Email Address:	Adam.Smith@cambridgeshire.gov.uk
Contact Officer:		Adam Smith	
<p>Please describe the aims of Organisation including implications/expectations of representatives:</p> <p>RECAP aims to improve waste services, increase recycling and reduce waste, finding cost effective and environmentally responsible ways to meet the needs of local communities. To deliver these objectives RECAP has agreed to:</p> <ul style="list-style-type: none"> • work with local communities and provide information to increase recycling and reduce waste • undertake joint procurement of items such as wheeled bins and waste vehicles to reduce purchasing costs • manage joint waste contracts • work to achieve consistent service delivery across the Partnership area • work together to agree and deliver the Joint Municipal Waste Management Strategy for Cambridgeshire <p>By participating in RECAP HDC are able to influence how waste is collected to meet the needs of their residents and benefit from reduced collection costs by procuring goods and services jointly with other councils in Cambridgeshire.</p>			
Number of meetings held during the course of the municipal year?	Up to 4	Does the District Council representative regularly attend these meetings?	Yes
What value do you think Council representation provides to the organisation and for the Council?	<p>Clarity and detail on the specific waste collection requirements for HDC residents.</p> <p>The ability to agree communications campaigns funded by RECAP and tailor messages to HDC residents and the specifics of local recycling schemes.</p> <p>Access to RECAP funding to deliver agreed projects and schemes.</p> <p>To manage the contract to recycle mixed dry recyclables collected from residents that was jointly procured using RECAP resources.</p>		
Please provide an	The future focus and direction of the RECAP partnership.		

<p>explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.</p>	<p>The review and updating of the Joint Municipal Waste Management Strategy.</p> <p>Joint projects that reduce the cost of waste collections in HDC (e.g. joint procurement of collections vehicles, the joint procurement and management of the contract to recycle mixed dry recyclables).</p> <p>Improving the recycling levels in HDC that generate approximately £800,000 per year in income from recycling credits.</p>
<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>Yes</p> <p>To influence the Joint Municipal Waste Management Strategy refresh.</p> <p>To benefit from joint communications campaigns funded by RECAP.</p> <p>To benefit from the Partnership staff funded by the RECAP Budget.</p> <p>To learn from the experiences of other authorities that have delivered financial savings to waste collections.</p>
<p>Any additional comments you might wish to make?</p>	

Thank you for your assistance

Please return to –

**Melanie Sage, Democratic Services Officer,
Democratic Services
Corporate Team
Huntingdonshire District Council
Pathfinder House, St. Mary's Street
Huntingdon PE29 3TN**

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Summary of External Organisation
(please complete both sides of this form)

Name of Organisation:		Cambridgeshire Chambers of Commerce – Huntingdonshire Chamber	
Address:		Enterprise House Chivers Way Histon Cambridge CB24 9ZR	
Tel No.	01223 209802	Email Address:	g.prangnell@cambsccl.co.uk
Contact Officer:		John Bridge, CEO	
<p>Please describe the aims of Organisation including implications/expectations of representatives:</p> <p>Huntingdonshire Chamber of Commerce forms part of the wider Cambridgeshire Chambers of Commerce which is accredited to the British Chambers of Commerce. Cambridgeshire Chambers of Commerce is the leading business support organisation across the Greater Cambridge Greater Peterborough Enterprise Partnership area with around 1200 members covering all areas and all sectors of industry.</p> <p>The aim of the Huntingdonshire Chamber committee is to work with businesses and other organisations in Huntingdonshire (this includes Huntingdon, St Ives, St Neots and Ramsey) to promote discussion of issues facing local businesses and support economic growth. The committee operate as a team, are forward looking and committed to helping the local business community and act as a key influencer with other organisations in the region. Members of the Committee are expected to attend at least 80% of meetings and have an interest in local issues that affect businesses and have a willingness to get involved.</p>			
Number of meetings held during the course of the municipal year?	10	Does the District Council representative regularly attend these meetings?	Yes, the Economic Development Manager or a colleague and until recently an elected member.
What value do you think Council representation provides for the organisation and for the Council?	Council representation ensures that businesses are informed and can be readily consulted about issues that are of fundamental importance to the success of the area. Reciprocally the Chamber is one of the key Business Representatives on the GCGP Board and is able to ensure that business issues in Huntingdonshire are addressed by the LEP Board.		
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	Huntingdonshire Chamber Committee members are official consultees on the County Council's Budget Consultation and contribute to the District's Budget Consultation by providing feedback on the proposals. In addition, Chamber members actively support the local skills agenda helping to bridge the gap between schools and business in order to increase pupils' knowledge and awareness of the local labour market and to help raise young peoples' aspirations. Many Chamber businesses are keen to support young people and find that the Chamber provides a useful conduit. The Chamber also supports other local projects like the St Neots Market Place event designed to let the local community know about the wide range of businesses operating in the area. Via the Chamber's monthly magazine and website we promote and support the various economic development projects organised by HDC. The		

	Chamber proactively supported the setting up of the Alconbury Weald Enterprise Zone and has for many years supported the campaign for improvements to the A14.
In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?	Yes, in order to ensure the Council maintains contact and is able to gain feedback from local businesses especially SME businesses which make up more than 68% of the area's economy and are the means by which sustainable economic growth will be achieved.
Any additional comments you might wish to make?	The Chamber of Commerce is a not for profit SME business in its own right which exists to support its members. Over a number of years the Chamber has developed a good working partnership with HDC which we believe contributes positively towards the prosperity of the area and are therefore keen to maintain.

Thank you for your assistance

Please return to –

**Melanie Sage, Democratic Services Officer,
Democratic Services
Corporate Team
Huntingdonshire District Council
Pathfinder House, St. Mary's Street
Huntingdon PE29 3TN**

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169

Summary of External Organisation
(please complete both sides of this form)

Name of Organisation:	Cambridgeshire Armed Forces Community Covenant Board		
Address:	Cambridgeshire County Council SH1104, Shire Hall Castle Hill Cambridge CB3 0AP		
Tel No.	01223 715680	Email Address:	Sue.grace@cambridgeshire.gov.uk
Contact Officer:	Sue Grace, Director: Customer Service & Transformation		
<p>Please describe the aims of Organisation including implications/expectations of representatives:</p> <p>Below are the Terms of Reference for the Peterborough and Cambridgeshire Community Covenant Board which give the purpose, aims and objectives of the Board –</p> <p><u>Purpose:</u></p> <ul style="list-style-type: none"> To improve the outcomes and life choices for military personnel, reservists, their families and veterans living in Peterborough and Cambridgeshire. To enhance the relationship between the civilian and military communities in Peterborough and Cambridgeshire. To achieve this we will support and advise the Cambridgeshire Public Service Board, Peterborough City Council, Cambridgeshire County Council and District Councils' Cabinet and Committee meetings and the Ministry of Defence by working in partnership to develop, evaluate and ensure the delivery of an Action Plan for Cambridgeshire across the key public agencies responsible for working with the military community. To liaise with other agencies on broader issues to ensure that their strategies, policies and plans relate to Peterborough and Cambridgeshire's military personnel, their families and veterans. <p><u>Aims and Objectives:</u></p> <ul style="list-style-type: none"> To develop local policy and contribute to national policy on delivery of the Community Covenant. To establish links with other Community Covenant Boards learning from best practice where appropriate in the delivery of the work of the Board in Peterborough and Cambridgeshire To use their influence to ensure fair access to education, healthcare and housing for military personnel, reservists, their families and veterans living in Peterborough and Cambridgeshire. To communicate the aims of the Community Covenant to relevant partners and stakeholders. To act as a contact point for the Armed Forces community and other key stakeholders. 			

- To respond to national and local consultations as and when necessary.

Membership

Membership of the Board consists of Councillor and officer representation from Peterborough City Council, Cambridgeshire County Council and the 5 District Councils, being Cambridge City, East Cambridgeshire, Fenland, Huntingdonshire and South Cambridgeshire, together with representation from CGI (Change, Grow, Live) Charity, Cambs & Peterborough Clinical Commissioning Group (CCG), Cambridgeshire Reserve Forces & Cadets Association, Cambridge University Officers' Training Corps, Cambridge University Royal Naval Unit, RAF Wyton, RAF Wittering, Cambridgeshire Ecumenical Council, The Royal British Legion (Cambridgeshire/Huntingdonshire), Merchant Navy Veterans and Community, RAF Benevolent Fund, SSAFA (Soldiers, Sailors, Airmen & Families Association), Cambridge Housing Society and Luminus Housing.

Number of meetings held during the course of the municipal year?	Quarterly	Does the District Council representative regularly attend these meetings?	Yes
What value do you think Council representation provides to the organisation and for the Council?	<p>The current Hunts DC representative is the Vice Chairman of the Peterborough & Cambridgeshire Community Covenant Board.</p> <p>Hunts District Council representation on the Board provides value to our citizens who are either veterans or serving/former armed forces personnel. Together we can make sure they receive the support they require in health, housing, benefits etc.</p>		
Please provide an explanation of the specific items considered/discussed by the Organisation that are relevant to the Council.	<p>Discussions around support for veterans and serving/former armed forces personnel eg housing, benefits, health.</p>		
In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?	<p>It is essential that the District Council continues to appoint to the Community Covenant Board. Huntingdonshire District Council is one of the signatories to the Armed Forces Community Covenant for Cambridgeshire between the County and District Councils in Cambridgeshire, NHS Cambridgeshire, Cambridgeshire Constabulary, Cambridgeshire Fire & Rescue Services, and the Armed Forces Community in Cambridgeshire which was signed on 18th December 2011.</p> <p>The Armed Forces Community Covenant for Cambridgeshire complements, at a local level, the national Armed Forces Covenant, which outlines the moral obligation between the Nation, the Government and the Armed Forces.</p> <p>The current Hunts DC representative holds the position of Vice Chairman of the Peterborough and Cambridgeshire Community Covenant Board.</p> <p>It is crucial that the District Council continues to appoint to the Board in order to support serving and former armed forces personnel. There are key responsibilities at District Council level eg key co-ordinator across both tiers of government to make sure support is coherent.</p>		
Any additional comments you might wish to make?			

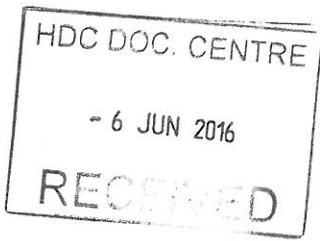
Thank you for your assistance

Please return to –

**Melanie Sage, Democratic Services Officer,
Democratic Services
Corporate Team
Huntingdonshire District Council
Pathfinder House, St. Mary's Street
Huntingdon PE29 3TN**

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169



Summary of External Organisation
(please complete both sides of this form)

Name of Organisation:		Cromwell Museum Management Committee	
Address:		Cambridgeshire County Council Castle Hill CAMBRIDGE CB3 0AP	
Tel No.		Email Address:	
Contact Officer:		Mr D Snowdon Democratic Services Officer	
<p>Please describe the aims of Organisation including implications/expectations of representatives:</p> <p><i>Management Committee is no longer operational since the Museum became a charitable trust.</i></p>			
Number of meetings held during the course of the municipal year?		Does the District Council representative regularly attend these meetings?	
What value do you think Council representation provides to the organisation and for the Council?			
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.			

<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	
<p>Any additional comments you might wish to make?</p>	

Thank you for your assistance

Please return to –

**External Organisation Representation
Democratic Services
Corporate Team
Huntingdonshire District Council
Pathfinder House, St. Mary's Street
Huntingdon PE29 3TN**

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169

Summary of External Organisation

(please complete both sides of this form)

Name of Organisation:		Huntingdonshire Association of Community Transport	
Address:		5 Martin Avenue March Cambs PE15 OAY	
Tel No.	01480 411114	Email Address:	Joanne@hact.gb.com
Contact Officer:			
<p>Please describe the aims of Organisation including implications/expectations of representatives:</p> <p>Providing essential transport to vulnerable members of the Huntingdonshire community, those who do not have access to transport. who live in a mainly rural area, affordable transport for people who experience mobility difficulties. Expect the representative to have full knowledge of all of the ring & ride areas and travel options available to these people in these isolated areas.</p>			
Number of meetings held during the course of the municipal year?	minimum 4	Does the District Council representative regularly attend these meetings?	Yes
What value do you think Council representation provides to the organisation and for the Council?	Provides the council with full knowledge of all services being delivered and that their crucial grant is needed and being used/spent on the services most needed which is the RING & RIDE, and how imperative this service is to these rural/isolated folk.		
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	all issues encountered with the day to day running/delivery of the ring and ride, mowcehng ideas for developing the service even more.		
In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?	Yes, to gain valuable knowledge/detail of this lifeline service and contribute towards reaching this service to even more people in need.		

Any additional comments you might wish to make?	
--	--

Thank you for your assistance

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Telephone: 01480 388169

Summary of External Organisation

(please complete both sides of this form)

Name of Organisation:		Huntingdon Freeman's Trust	
Address:		37 High Street Huntingdon PE29 3LQ	
Tel No.	01480 414909	Email Address:	ceo@huntingdonfreemen.org.uk
Contact Officer:	Ms R Black Chief Executive		

Please describe the aims of Organisation including implications/expectations of representatives:

To provide financial support for the relief of need to residents and groups or organisations ~~set~~ within the geographical boundaries of Huntingdon as defined by Huntingdon Town Council.

Number of meetings held during the course of the municipal year?	11	Does the District Council representative regularly attend these meetings?	YES bearing ill health
What value do you think Council representation provides to the organisation and for the Council?	The representative provides an essential link between the charity & District Council. The role complies with the legal requirements set out in the High Court order of which stipulates representation of Trustees from County, Town & District Council.		
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	All applications for grants for individuals are for relief in need + often involve council support. Funding often supports other funded including for example housing/ disability/medical needs. HFT often supports recreational + sports activities complimenting local authority funding.		

<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>Yes as described.</p>
<p>Any additional comments you might wish to make?</p>	<p>The appointed representative serves a 4 year term + can continue in the trustee role even if not continuing as an elected HDC member officer. The current rep. is elected until 01/06/2018 + can be re-nominated beyond that date as HDC rep. for a further term(s)</p>

Thank you for your assistance

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Telephone: 01480 388169

Summary of External Organisation

(please complete both sides of this form)

Name of Organisation:		Huntingdonshire Volunteer Centre - District	
Address:		Huntingdonshire Volunteer Centre 1 Princes Street HUNTINGDON Cambs PE29 3PA	
Tel No.	07718 272524, 01480 414766	Email Address:	info@huntsvc.org.uk
Contact Officer:		Ann Bunting	
<p>Please describe the aims of Organisation including implications/expectations of representatives:</p> <p>Huntingdonshire Volunteer Centre supports volunteering across Huntingdonshire and operates four community car schemes in Huntingdon, Ramsey, St Ives and St Neots. Our main source of funding is from Huntingdonshire District Council for our Volunteering Services, with a contribution from Cambridge County Council (which has now ceased). We support volunteers to find the right volunteering role to suit their time and talents and Organisations to recruit volunteers by uploading their opportunities to the national volunteering website: do-it.org and by referring volunteers to them directly. We promote and encourage good practice in Volunteer Management by our Five Star Focus Scheme and training workshops and work co-operatively with other Volunteer Centres in Cambridgeshire.</p> <p>Our four Car Schemes are funded by payments from the CCC Community Transport budget (reduced by one third from April 2016) and are directly related to miles travelled by our drivers, but Huntingdonshire residents are the beneficiaries of this service.</p> <p>We would like representatives to understand the work that we do, its complexities, but also see the difference that it makes to people's lives. Ideally representatives would plan visits to our offices to see and understand how we operate, attend meetings to understand how HDC money is used, as well as advising us about HDC priorities and speaking up for us in HDC meetings to increase awareness of our work.</p> <p>Last year we opened the Huntingdon Together Charity Shop to help raise funds to 'plug the gaps' in our funding as well as provide a charity shop with a difference.</p>			
Number of meetings held during the course of the municipal year?	Four ordinary meetings and an AGM, other meetings as required. One Car Scheme Morning, usually in March each year.	Does the District Council representative regularly attend these meetings?	Our meetings are held during the day and attendance has been intermittent by the two HDC representatives. One representative has attended one meeting this year, and it was an additional strategic meeting. the other representative has attended two meetings.

Attendance between 1 April 2015 and 31 March 2016 for David Harty and Keith Baker:

		DH	KB
12 May 2015	Management Committee	--	--
14 July 2015	AGM	--	--
8 Sept. 2015	Management Committee	Apologies	Yes, attended
10 Nov. 2015	Management Committee	--	--
12 January '16	Strategic Planning Meeting	Yes, attended	--
9 February 2016	Management Committee	Apologies	Yes, attended

Information provided by our Secretary Jean Duke.

<p>What value do you think Council representation provides to the organisation and for the Council?</p>	<p>We hope that the Council Representative will be able to speak knowledgeably about the work that we do and understand how this links to the delivery of HDC objectives in terms of community benefit. However, a greater time commitment may be required for this to be possible and effective, but ideally this is what we would appreciate and like. We would hope that the HDC representative would be 'our link' with HDC should we need help with any issue and a source of information to help us navigate Council changes in personnel, procedures and finances.</p>
<p>Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.</p>	<p>Reports are produced for each quarterly meeting so that we can see what is happening in our four offices areas in terms of volunteer services and our car schemes, as well as a Manager's report. These can be read ahead of the meeting, but the main benefits are the relationships which form as a result of meetings, when questions can be asked to clarify matters and the HDC representative can get to know both staff and committee members, so that meaningful conversations can take place.</p>
<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>We hope that the District Council, our main funder, continue to support us financially. Therefore, it would seem sensible for the Council representatives, who are involved with community engagement and interested in the dynamics of the four market towns in which we work, have a clear understanding of our services. This will help them to see how we fit into the HDC strategic plan, locally and countywide.</p>
<p>Any additional comments you might wish to make?</p>	<p>We produce a trustee report in the form of a short colourful booklet for our AGM in July which summarises annual data and local highlights from each office area. In order to increase awareness of the services we provide in Huntingdonshire Communities, we sent a personal copy to each District Councillor with an accompanying letter last year. However, some Councillors still told us that they did not know about the services we provided. We are happy to provide such information again this year, but any help or advice about how we effectively distribute this to Councillors would be appreciated. Last year we handed in personally addressed envelopes to be placed in councillors pigeon holes for them to collect from HDC internal mail. Any Council Representatives are always invited to our AGM.</p>

Thank you for your assistance

Please return to –

**Melanie Sage, Democratic Services Officer,
Democratic Services
Corporate Team
Huntingdonshire District Council
Pathfinder House, St. Mary's Street
Huntingdon PE29 3TN**

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169

Summary of External Organisation

(please complete both sides of this form)

Name of Organisation:		Internal Drainage Board - Alconbury and Ellington	
Address:		Bedford Group of Drainage Boards Vale House Broadmead Road Stewartby Bedfordshire MK43 9ND	
Tel No.	01234 767995	Email Address:	frances.bowler@idbs.org.uk
Contact Officer:		Mrs Francis Bowler Clerk and Chief Executive	
<p>Please describe the aims of Organisation including implications/expectations of representatives:</p> <p>THE BOARD IS A STATUTORY BODY WHICH EXERCISES A GENERAL SUPERVISION OVER ALL MATTERS RELATING TO THE DRAINAGE OF LAND WITHIN ITS DISTRICT, EXCLUDING MAIN RIVER. THE BOARD HAS PERMISSIVE POWERS, AS SET OUT IN THE LAND DRAINAGE ACT 1991 & THE FLOOD AND WATER MANAGEMENT ACT 2010, TO MAINTAIN AND IMPROVE WATERCOURSES AND IS AN OPERATING AUTHORITY AS DEFINED IN PPS 25 "DEVELOPMENT AND FLOOD RISK" PROVIDING ADVICE TO PLANNING AUTHORITIES.</p> <p>COUNCILLORS AND OTHER COUNCIL APPOINTED REPRESENTATIVES ARE ESSENTIAL AS THEY REPRESENT THE URBAN AREAS WITHIN THE DRAINAGE DISTRICT AND PROVIDE A ^{LINK} LINK BETWEEN THE BOARD AND THE COUNCIL.</p>			
Number of meetings held during the course of the municipal year?	TWO	Does the District Council representative regularly attend these meetings?	YES
What value do you think Council representation provides to the organisation and for the Council?	<p>COUNCIL REPRESENTATIVES ARE VALUED MEMBERS OF THE BOARD, HAVING LOCAL KNOWLEDGE OF FLOOD RISK AND LAND DRAINAGE ISSUES.</p> <p>WE HOPE THEIR PARTICIPATION AT BOARD MEETINGS WILL HELP INFORM THEIR WORK AS COUNCILLORS AND COUNCIL STAFF IN AREAS SUCH AS PLANNING AND DEVELOPMENT CONTROL.</p>		
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	<p>WATERCOURSE MAINTENANCE PLANNING & DEVELOPMENT CONTROL CONSERVATION & ECOLOGY LOCAL ENVIRONMENT AGENCY & WATER COMPANY ISSUES FLOOD RISK MANAGEMENT RECENT & HISTORIC FLOODING EVENTS EG, BICAMPTON & ALCONBURY</p>		

<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>Yes. COUNCIL REPRESENTATIVES, BOTH COUNCILLORS AND OFFICERS MAKE A VALUED CONTRIBUTION TO THE BOARD AND TO THE COUNCIL THROUGH TWO WAY INFORMATION SHARING. THEY ARE ALSO ESSENTIAL TO PROVIDE THE PUBLIC WITH DEMOCRATIC, LOCAL REPRESENTATION.</p>
<p>Any additional comments you might wish to make?</p>	<p>THE BOARD IS KEEN FOR THE COUNCIL TO RETAIN ITS PRACTICE OF APPOINTING AT LEAST ONE OFFICER REPRESENTATIVE (AT PRESENT FROM THE PROJECTS & ASSETS TEAM) AS THIS LINK TO PLANNING, DEVELOPMENT CONTROL AND OTHER LAND DRAINAGE ISSUES IS VITAL.</p>

Thank you for your assistance

Please return to –

**External Organisation Representation
 Democratic Services
 Corporate Team
 Huntingdonshire District Council
 Pathfinder House, St. Mary's Street
 Huntingdon PE29 3TN**

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169

Summary of External Organisation
(please complete both sides of this form)

Name of Organisation:		Internal Drainage Board – The Ramsey	
Address:		101 High Street Ramsey Cambs PE17 1DA	
Tel No.	01487 812325	Email Address:	jarc@serjeantandson.co.uk
Contact Officer:		Mr J A R Chrisp Messrs Sergeant and Sons	
Please describe the aims of Organisation including implications/expectations of representatives:			
<p>Drainage of the districts of Foles End and Stocking Fen, Ramsey, Cambs. The Members of the Board exercise governance and provide advice & make decisions for the proper exercise of the Board's functions.</p>			
Number of meetings held during the course of the municipal year?	3	Does the District Council representative regularly attend these meetings?	Yes.
What value do you think Council representation provides to the organisation and for the Council?	<p>Technical advice given is valuable as is the advice on planning matters.</p>		
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	<p>Expenditure of the Council's contribution by precept.</p>		

<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>Yes. For the reasons stated previously in this form.</p>
<p>Any additional comments you might wish to make?</p>	<p>The Council will wish its representatives to protect its interest in the Board's activities being a major partner contributing to the Board's expenditure by precept.</p>

Thank you for your assistance

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 Corporate Team
 Huntingdonshire District Council
 Pathfinder House, St. Mary's Street
 Huntingdon PE29 3TN

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Telephone: 01480 388169

- 3 JUN 2016

FILED

Summary of External Organisation

(please complete both sides of this form)

Name of Organisation:		Internal Drainage Board – Whittlesey	
Address:		28 Thornham Way Eastree Whittlesey Cams PE7 2AS	
Tel No.	01733 351223	Email Address:	rusellwright@lutwell.co.uk
Contact Officer:	Mr R I Wright Clerk to the Board		
Please describe the aims of Organisation including implications/expectations of representatives:			
<p>WATER MANAGEMENT FLOOD RISK AND WATER AWARENESS ISSUES</p>			
Number of meetings held during the course of the municipal year?	THREE	Does the District Council representative regularly attend these meetings?	YES
What value do you think Council representation provides to the organisation and for the Council?	<p>ALLOWS BOARD TO HEAR INDEPENDENT VIEW UPON MATTERS (RAISED) + DISCUSSED CONTACT POINT WITH COUNCIL</p>		
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	<p>DECISIONS MUST BE MADE IN THE INTERESTS OF THE PEOPLE LAND AND PROPERTY IN THE DISTRICT NOT ON A POLITICAL LEVEL</p>		

<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>YES GIVES DIRECT CONTACT POINT WITH COUNCIL AND COUNCIL ARE AWARE OF DIABASE ISSUES</p>
<p>Any additional comments you might wish to make?</p>	<p>NONE</p>

Thank you for your assistance

Please return to –

External Organisation Representation
Democratic Services
Corporate Team
Huntingdonshire District Council
Pathfinder House, St. Mary's Street
Huntingdon PE29 3TN

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169

- 3 JUN 2016

RECEIVED

Summary of External Organisation
(please complete both sides of this form)

Name of Organisation:		Woodwalton Drainage Commissioners	
Address:		28 Thornham Way Eastrea Whittlesey PE7 2AS	
Tel No.	01733 351223	Email Address:	russellianwright@hotmail.co.uk
Contact Officer:	Mr R Wright Woodwalton Drainage Commissioners		
Please describe the aims of Organisation including implications/expectations of representatives: WATER MANAGEMENT FLOOD RISK AND WATER AWARENESS ISSUES			
Number of meetings held during the course of the municipal year?	ONE.	Does the District Council representative regularly attend these meetings?	YES
What value do you think Council representation provides to the organisation and for the Council?	ALLOWS COMMISSIONERS TO HEAR INDEPENDANT VIEW UPON MATTERS (RAISED AND DISCUSSED)		
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	DECISION MUST BE MADE IN THE INTERESTS OF THE PEOPLE, LAND AND PROPERTIES IN THE DISTRICT		

<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>YB LIVES (COUNCIL A VIEW) OF THE ISSUES AND PROBLEMS ADDRESSED BY DISTRICT COUNCILS</p>
<p>Any additional comments you might wish to make?</p>	<p>None</p>

Thank you for your assistance

Please return to –

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Democratic Services
Corporate Team
Huntingdonshire District Council
Pathfinder House, St. Mary's Street
Huntingdon PE29 3TN

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169

- 3 JUN 2016

Summary of External Organisation

(please complete both sides of this form)

Name of Organisation:		Internal Drainage Board – Holmewood & District	
Address:		28 Thornham Way Eastrea Whittlesey PE7 2AS	
Tel No.	01733 351223	Email Address:	russell.wright@idb.holmewood.co.uk
Contact Officer:		Mr R Wright Holmewood IDB	
Please describe the aims of Organisation including implications/expectations of representatives:			
<p style="text-align: center;">WATER MANAGEMENT FLOOD RISK AND WATER AWARNESS ISSUES</p>			
Number of meetings held during the course of the municipal year?	THREE	Does the District Council representative regularly attend these meetings?	LAST YEAR ONE OUT OF THREE
What value do you think Council representation provides to the organisation and for the Council?	ALLOW BOARD TO HEAR INDEPENDANT VIEW UPON MATTERS RAISED + DISCUSSED		
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	DECISIONS MUST BE MADE IN THE INTEREST OF THE PEOPLE LAND AND PROPERTY IN THE DISTRICT		

<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>YES GIVES COUNCIL INSIGHT INTO ACTIVITIES RAISED AND DEALT WITH</p>
<p>Any additional comments you might wish to make?</p>	<p>NONE</p>

Thank you for your assistance

Please return to –

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MIDDLE LEVEL COMMISSIONERS



MIDDLE LEVEL OFFICES
85 WHITTLESEY ROAD, MARCH
CAMBRIDGESHIRE. PE15 0AH

Telephone: (01354) 653232
Fax: (01354) 659619
Email: admin@middlelevel.gov.uk
Website: www.middlelevel.gov.uk

Clerk and Chief Executive
I A SMITH B.A., Solicitor

Your Ref : Review Letter of Organisations

*Our Ref : 31 & 9
(Please quote this reference on any correspondence)*

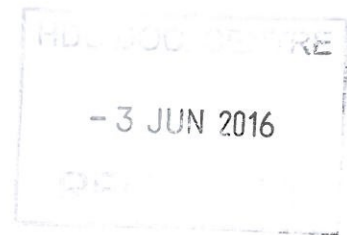
02 June 2016

Dear Ms Sage

Huntingdonshire District Council: Representatives on Organisations

We are in receipt of a number of forms from you asking about Council representation on the Commissioners and several of our IDBs, viz

Benwick IDB (1)
Bluntisham IDB (2)
Conington & Holme (1)
Ramsey First (Hollow) IDB (1)
Ramsey 4th (Middlemoor) IDB (1)
Ramsey Upwood and Great Raveley IDB (2)
Sawtry IDB (1)
Sutton and Mepal IDB (2)
Warboys Somersham and Pidley IDB (2)



The responses in each case would be similar. The listed authorities all provide a local flood risk management service raising monies for their expenditure from local beneficiaries. The Council, under the provisions of the Internal Drainage Board Finance Regulations, therefore receive a Special Levy from the authority in respect of the rates otherwise to be levied on non-agricultural properties and, in consequence, are therefore permitted to appoint representatives, who need not be Councillors, to represent the interests of those ratepayers.

We would therefore regard it as most important that your Council continued to appoint suitable representatives to each of these authorities to ensure that the interests of such non-agricultural ratepayers are properly represented. I can also confirm that, as regards these authorities, the attendance record of those currently appointed by your Council is generally good.

The Commissioners have two standard meetings plus an inspection each year. I have indicated the number of standard meetings for the IDBs by their name. Special meetings are, of course, held from time to time as circumstances require.

Signature Redacted

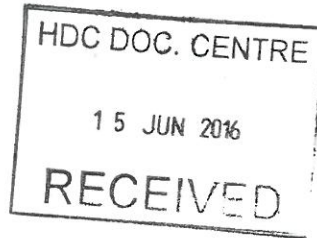
Ms M Sage
Democratic Services Officer
Huntingdonshire District Council
Pathfinder House, St Marys Street
Huntingdon PE29 3TN

This was delivered to vicarage. Unfortunately
our vicar is away until September on
a sabbatical so I have only just received
it.

I do not have an address for
Ms Watkin-Tavener so am returning it to
you.

Kind regards

J. Laney
Treasurer
St Barnabas PCC



Summary of External Organisation
(please complete both sides of this form)

Name of Organisation:	Pension Consultative Group		
Address:	Huntingdonshire District Council		
Tel No.		Email Address:	
Contact Officer:	Clive Mason, Head of Resources		
Please describe the aims of Organisation including implications/expectations of representatives: Not known. Following consultations with other Cambridgeshire CFO's, it transpires that this group has not existed for a long time.			
Number of meetings held during the course of the municipal year?	Not known.	Does the District Council representative regularly attend these meetings?	No
What value do you think Council representation provides to the organisation and for the Council?	None		
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	None		
In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?	This is a legacy group; no meeting has been held for a long time. Consultations in respect of Pensions are held via the Cambridgeshire County S.151/CFO network who then report directly to each Council.		
Any additional comments you might wish to make?	None		

Thank you for your assistance

Please return to –

**Melanie Sage, Democratic Services Officer,
Democratic Services
Corporate Team
Huntingdonshire District Council
Pathfinder House, St. Mary's Street
Huntingdon PE29 3TN
Email: Melanie.Sage@huntingdonshire.gov.uk
Telephone: 01480 388169**

Summary of External Organisation

(please complete both sides of this form)

Name of Organisation:		Red Tile Wind Farm Trust Fund	
Address:		Red Tile Wind Farm Trust Fund 2 Blenheim Close Warboys Huntingdon Cambs PE28 2XF	
Tel No.		Email Address:	
Contact Officer:		Mr R Reeves	
Please describe the aims of Organisation including implications/expectations of representatives:			
<p>THIS A COMPANY LIMITED BY GUARANTEE ESTABLISHED TO DISTRIBUTE A COMMUNITY FUND DONATED BY RED TILE WIND FARM OPERATORS IN ACCORDANCE WITH A SECTION 106 AGREEMENT APPROVED BY HUNTINGDONSHIRE DISTRICT COUNCIL AS A CONDITION OF THE PLANNING PERMISSION FOR THE WIND FARM DEVELOPMENT. THE AGREEMENT PROVIDES FOR ONE DIRECTOR OF THE COMPANY TO BE NOMINATED BY THE DISTRICT COUNCIL</p>			
Number of meetings held during the course of the municipal year?	3	Does the District Council representative regularly attend these meetings?	YES
What value do you think Council representation provides to the organisation and for the Council?	<p>THE COMPANY COMPRISES ONE ADC MEMBER, 3 WARBOYS P.C. MEMBERS, 1 RAMSAY TC MEMBER & 1 CHAFFERS TC MEMBER UNDER ITS ARTICLES OF ASSOCIATION REGISTERED WITH COMPANIES HOUSE ANY DIRECTOR CEASING TO BE A MEMBER OF THE NOMINATING COUNCIL AUTOMATICALLY CEASES TO BE A MEMBER OF THE TRUST.</p>		
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	<p>CONSIDERATION OF APPLICATIONS FOR GRANT FOR ENVIRONMENTAL & CONSERVATION PROTECTS IN WARBOYS & DACT PARISH WITH A CONTINUOUS BOUNDARY WITH WARBOYS.</p>		

<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>YES. FAILURE TO DO SO WOULD BE CONTRARY TO THE DISTRICT COUNCIL S106 AGREEMENT & ARTICLES OF ASSOCIATION.</p>
<p>Any additional comments you might wish to make?</p>	

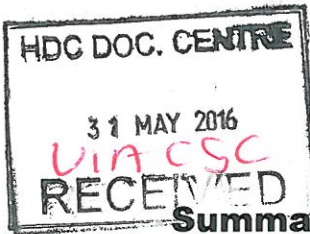
Thank you for your assistance

Please return to –

External Organisation Representation
 Democratic Services
 Corporate Team
 Huntingdonshire District Council
 Pathfinder House, St. Mary's Street
 Huntingdon PE29 3TN

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169



Summary of External Organisation

(please complete both sides of this form)

Name of Organisation:		Town Centre Management - BID Huntingdon	
Address:		BID Huntingdon 23a Chequers Court Huntingdon PE29 3LZ	
Tel No.	01480 450250	Email Address:	info@bidhuntingdon.co.uk
Contact Officer:		SUE BRADSHAW	
<p>Please describe the aims of Organisation including implications/expectations of representatives:</p> <p>THE MAIN AIMS OF BID HUNTINGDON ARE:</p> <ul style="list-style-type: none"> - TO MAKE THE TOWN CLEAN, SAFE + WELCOMING - INCREASE FOOTFALL BY WAY OF MARKETING, PROMOTIONS + EVENTS - SUPPORT BUSINESSES - ACCESS - SIGNAGE + MAPS <p>EXPECTATIONS OF REPRESENTATIVES - PLEASE SEE ATTACHED.</p>			
Number of meetings held during the course of the municipal year?	10	Does the District Council representative regularly attend these meetings?	UNFORTUNATELY NO ALTHOUGH ALWAYS INVITED
What value do you think Council representation provides to the organisation and for the Council?	COUNCIL REPRESENTATION IS EXTREMELY IMPORTANT AS ONE OF OUR KEY AIMS IS TO MAKE HUNTINGDON A CLEANER, SAFER MORE WELCOMING TOWN. IN ORDER TO FULFIL OUR BUSINESS PLAN WE HAVE TO WORK CLOSELY WITH THE DISTRICT COUNCIL. REPRESENTATION IS KEY TO DISCUSS MUTUAL AIMS		
Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	THESE ARE MANY AND VALUED E.G. MARKETS CLEANING LICENSING PLANNING DEVELOPMENT INCOME SECTION - INCLUDING BID LEVY ACCESS		

<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>WE BELIEVE IT IS ESSENTIAL TO HAVE ENABLE REPRESENTATION ON OUR BOARD DUE TO A THE CLOSE PARTNERSHIP WORKING TO CONTINUE.</p>
<p>Any additional comments you might wish to make?</p>	<p>/</p>

Thank you for your assistance

Please return to –

Melanie Sage, Democratic Services Officer,
 Democratic Services
 Corporate Team
 Huntingdonshire District Council
 Pathfinder House, St. Mary's Street
 Huntingdon PE29 3TN

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169

Role of the Board of Directors

Establish vision, mission and values

- Determine the company's vision and mission to guide and set the pace for its current operations and future development.
- Determine the values to be promoted throughout the company.
- Determine and review company goals.
- Determine company policies

Set strategy and structure

- Review and evaluate present and future opportunities, threats and risks in the external environment and current and future strengths, weaknesses and risks relating to the company.
- Determine strategic options, select those to be pursued, and decide the means to implement and support them.
- Determine the business strategies and plans that underpin the corporate strategy.
- Ensure that the company's organisational structure and capability as appropriate for implementing the chosen strategies.

Delegate to management

- Delegate authority to management, and monitor and evaluate the implementation of policies, strategies and business plans.
- Determine monitoring criteria to be used by the board.
- Ensure that internal controls are effective.
- Communicate with senior management.

Summary of External Organisation
(please complete both sides of this form)

HDC DOC. CENTRE
20 JUN 2016
RECEIVED

Name of Organisation:	Little Barford Power Station Liaison Committee		
Address:	Little Barford Power Station ST NEOTS Cambs PE19 4YT		
Tel No.	01234 372011	Email Address:	Jacqueline jacque.ransome@ rwe.com
Contact Officer:	The Director		

Please describe the aims of Organisation including implications/expectations of representatives:

TO FOSTER GOOD RELATIONS BETWEEN THE POWER STATION AND THE LOCAL COMMUNITY AND TO COMMUNICATE SITE & COMPANY DEVELOPMENTS, AND TO ENGAGE WITH LOCAL STAKEHOLDER BODIES. ENVIRONMENTAL ISSUES KEY FOR HUNTINGDONSHIRE DISTRICT COUNCIL

Number of meetings held during the course of the municipal year?	ONE	Does the District Council representative regularly attend these meetings?	YES
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What value do you think Council representation provides to the organisation and for the Council?	HIGH AS MUTUAL CO-OPERATION IN REGARD TO ENVIRONMENTAL ISSUES IS IMPORTANT.
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Please provide an explanation of the specific items considered/discussed by the Organisation that is relevant to the Council.	ENVIRONMENTAL ISSUES HAVING AN IMPACT ON LOCAL COMMUNITY
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<p>In your opinion is it essential that the District Council should continue to appoint to the organisation in the future? If so, why?</p>	<p>YES</p>
<p>Any additional comments you might wish to make?</p>	<p>WE HAVE ALWAYS FOUND THE CONTRIBUTION OF HUNTS DISTRICT COUNCIL REPRESENTATION INVALUABLE</p>

Thank you for your assistance

Please return to –

External Organisation Representation
 Democratic Services
 Corporate Team
 Huntingdonshire District Council
 Pathfinder House, St. Mary's Street
 Huntingdon PE29 3TN

Email: Melanie.Sage@huntingdonshire.gov.uk

Telephone: 01480 388169

Agenda Item 7

By virtue of paragraph(s) 7 of Part 1 of Schedule 12A of the Local Government Act 1972.

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of the Local Government Act 1972.

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