

A meeting of the **OVERVIEW AND SCRUTINY PANEL (PERFORMANCE AND CUSTOMERS)** will be held in **CIVIC SUITE 0.1A, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **WEDNESDAY, 1ST FEBRUARY 2017** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact  
(01480)**

### **APOLOGIES**

**1. MINUTES** (Pages 5 - 10)

To approve as a correct record the Minutes of the meeting held on 11th January 2017.

**A Green  
388008**

**2. MEMBERS' INTERESTS**

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

**3. NOTICE OF KEY EXECUTIVE DECISIONS** (Pages 11 - 16)

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

**M Sage  
388007**

**4. 3C SHARED SERVICES UPDATE** (Pages 17 - 36)

The 3C Shared Services Update is to be presented to the Panel.

**A Kemp  
388103**

**5. LOCAL LETTINGS PLAN FOR BEARSCROFT FARM** (Pages 37 - 44)

The Panel are to consider the Local Lettings Plan for Bearscroft Farm.

**J Collen  
388220**

**6. DISCRETIONARY RATE RELIEF POLICY** (Pages 45 - 52)

The Discretionary Rate Relief Policy is to be presented to the Panel.

**I Sims  
388138**

**7. CORPORATE RISK REGISTER** (Pages 53 - 70)

The Panel are to consider a report on the Corporate Risk Register.

**D Harwood  
388115**

**8. INTEGRATED PERFORMANCE REPORT 2016/17 - QUARTER 3**  
(Pages 71 - 112)

- The Integrated Performance Report 2016/17 – Quarter 3 is to be presented to the Panel. **A Dobbyne 388100 /  
C Mason 388157**
- 9. FINAL REVENUE BUDGET 2017/18 AND MEDIUM TERM PLAN FINANCIAL STRATEGY 2018/19 TO 2021/22** (Pages 113 - 196)
- The Panel are to consider the Final Revenue Budget 2017/18 and the Medium Term Plan Financial Strategy 2018/19 to 2021/22. **C Mason 388157**
- 10. TREASURY MANAGEMENT STRATEGY 2017/18** (Pages 197 - 234)
- The Treasury Management Strategy 2017/18 is to be presented to the Panel. **C Mason 388157**
- 11. REPRESENTATION ON EXTERNAL ORGANISATIONS - QUARTERLY UPDATE REPORT** (Pages 235 - 236)
- The Panel is to receive a quarterly update report from the Council's representatives on external organisations. **A Green 388008**
- 12. WORK PLAN STUDIES** (Pages 237 - 240)
- To consider the work programmes of the Communities and Environment and Economy and Growth Overview and Scrutiny Panels. **A Green 388008**
- 13. OVERVIEW AND SCRUTINY PROGRESS** (Pages 241 - 242)
- To consider a report on the Panel's activities. **A Green 388008**

Dated this 24th day of January 2017



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 Mr Adam Green, Democratic Services Officer (Scrutiny), Tel No. 01480 388008/e-mail Adam.Green@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](http://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.*