

NOTICE IS HEREBY GIVEN that a meeting of **HUNTINGDONSHIRE DISTRICT COUNCIL** will be held in the **CIVIC SUITE, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **WEDNESDAY, 17 MAY 2017** at **6:00 PM** and you are requested to attend for the transaction of the following business:-

## **A G E N D A**

### **PRAYER**

The Reverend Andrew Milton, Vicar of All Saints and St Mary's Huntingdon will open the meeting with prayer.

#### **1. ELECTION OF CHAIRMAN**

To elect a Chairman of the Council for the ensuing Municipal Year.

#### **2. MINUTES (Pages 7 - 16)**

To approve as a correct record the Minutes of the meeting held on 29th March 2017.

#### **3. MEMBERS' INTERESTS**

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

#### **4. APPOINTMENT OF VICE-CHAIRMAN**

To appoint a Vice-Chairman of the Council for the ensuing Municipal Year.

#### **5. LOCAL GOVERNMENT ACT 1972: SECTION 89 - ST NEOTS EATON FORD WARD**

To receive a verbal report by the Returning Officer on the person elected to the Office of District Councillor for the St Neots Eaton Ford Ward.

#### **6. APPOINTMENT OF CABINET**

The Executive Leader to announce the names of a maximum of nine Councillors who shall be Members of the Cabinet.

**7. REPRESENTATION OF POLITICAL GROUPS ON DISTRICT COUNCIL COMMITTEES, ETC** (Pages 17 - 22)

To consider a report by the Elections and Democratic Services Manager on the representation of political groups on Committees, etc in accordance with Section 15 of the Local Government and Housing Act 1989 and the District Council's Constitution.

**8. OVERVIEW AND SCRUTINY COMMITTEES**

- (i) Overview and Scrutiny Panel (Performance and Customers) - 12 Members
- (ii) Overview and Scrutiny Panel (Economy and Growth) - 12 Members
- (iii) Overview and Scrutiny Panel (Communities and Environment) - 12 Members

**9. COMMITTEES**

- (i) Development Management Committee - 16 Members  
*(to include 1 Member of the Cabinet)*
- (ii) Corporate Governance Committee - 12 Members
- (iii) Licensing Committee - 12 Members  
*(to include 1 Member of the Cabinet)*
- (iv) Licensing & Protection Committee - 12 Members  
*(to include 1 Member of the Cabinet)*
- (v) Employment Committee - 8 Members  
*(to include 1 Member of the Cabinet)*
- (vi) Senior Officers Committee - 5 Members  
*(4 Members of the Council and the relevant Executive Councillor in relation to the post to be filled).*
- (vii) Appeals Sub-Group - 15 Members  
*(a pool of Members from*

*which the Corporate Team Manager is authorised to convene a meeting of the Appeals Sub Committee comprising up to 5 members [excluding Members of the Employment Committee to determine appeals under the Council's disciplinary and appeals procedures).*

**10. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY MEMBERSHIP AND OTHER APPOINTMENTS** (Pages 23 - 30)

To consider appointments to the Cambridgeshire and Peterborough Combined Authority for the 2017/18 Municipal Year.

**FOR INFORMATION** (Pages 31 - 36)

Details of allowances paid to Members and Council, Panel and Committee attendance records for 2016/17 are reproduced as annexes to the Agenda.

Dated this 9th day of May 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 Mrs Lisa Jablonska, Elections and Democratic Services Manager, Tel No. 01480 388004/e-mail Lisa.Jablonska@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 Council.**

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.**

*Si vous voulez une traduction de ce document, veuillez nous contacter au 01480 388388 et nous ferons de notre mieux pour satisfaire à vos besoins.*

Jeigu norite gauti šio dokumento išverstą kopiją arba atspausdintą stambiu šriftu, prašau kreiptis į mus telefonu 01480 388388 ir mes pasistengsime jums padėti.

***Jeśli chcieliby Państwo otrzymać tłumaczenie tego dokumentu, wersję dużym drukiem lub wersję audio, prosimy skontaktować się z nami pod numerem 01480 388388, a my postaramy się uwzględnić Państwa potrzeby.***

Se quiser uma tradução desse documento, por favor, contate o número 01480 388388 e tentaremos acomodar as suas necessidades.

This page is intentionally left blank

## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the COUNCIL held in Civic Suite, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Wednesday, 29 March 2017.

PRESENT: Councillor P L E Bucknell – Chairman.

Councillors J D Ablewhite, T D Alban,  
Mrs B E Boddington, D Brown, G J Bull,  
E R Butler, R C Carter, S Cawley,  
B S Chapman, Mrs S Conboy, J E Corley,  
S J Criswell, J W Davies, Mrs A Dickinson,  
Mrs L A Duffy, M Francis, R Fuller, L George,  
D A Giles, Mrs S A Giles, J A Gray,  
S Greenall, R Harrison, T Hayward,  
R B Howe, Mrs P A Jordan, P Kadewere,  
Mrs R E Mathews, D J Mead, J P Morris,  
J M Palmer, P D Reeve, Mrs D C Reynolds,  
T D Sanderson, M F Shellens, L R Swain,  
Mrs J Tavener, Mrs S L Taylor, R G Tuplin,  
D M Tysoe, D R Underwood, D Watt,  
R J West and J E White.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors K M Baker, D B Dew, Mrs A Donaldson, I D Gardener and K D Wainwright.

### 74. PRAYER

The Reverend Jon Randell of St Peter's Church, Yaxley opened the meeting with a prayer.

### 75. CHAIRMAN'S ANNOUNCEMENTS

The Chairman presented to the Council an account of the activities both he and the Vice-Chairman Councillor R J West had attended since the last meeting. In so doing, the Chairman drew Members attention his attendance at a number of events including the annual Pancake Flipathon in the Market Square, Huntingdon, charity quiz night in St Ives Corn Exchange that raised funds for the MacMillan Woodlands Appeal and last night of the proms at Peterborough Cathedral. Members also noted the delegation visit from Wertheim and the Federal State of Baden-Wuerttemberg, Germany the previous day and flag raising for Commonwealth Day.

In referring to forthcoming events in the Chairman's calendar, the Chairman drew Members attention to forthcoming retirement and Civic Reception to be held for Sir Hugh Duberly, Lord Lieutenant of Cambridgeshire and Easter Charity Ball hosted by the Mayor of Huntingdon. In concluding his remarked, the Chairman paid tribute to Mrs B Morrison, Member Support Assistant that had left the Council that day after 20 years' service and wished her all the best in her new role.

Final mention was made of the recent resignation of former Councillor D Harty and the Executive Leader, Councillor R B Howe expressed his gratitude to the former Councillor for his services as a District Councillor to the St Neots Eaton Ford ward that he had served since 2004. He had been a well-respected Chairman and Vice-Chairman and had conducted himself with dignity and pleasant manner with everyone serving all three tiers of local government.

Councillor B S Chapman paid tribute to former Councillor Harty who referred to his support that he had been provided in encouraging him to join the District Council and his kindness and support that had remained for many years that would be a loss to the Council.

Councillor Mrs S A Giles concluded the tributes by referring to the time that she had served alongside former Councillor Harty who was a true gentleman and his input would be missed by the Council and conveyed her best wishes to the former Councillor.

**76. MINUTES**

The Minutes of the meeting of the Council held on 22nd February 2017 were approved as a correct record and signed by the Chairman, subject to replacement of the word "Hemingford" with the word "Houghton" in the fourth paragraph of Minute No. 66.

**77. MEMBERS' INTERESTS**

No declarations were received.

**78. EXECUTIVE COUNCILLOR PRESENTATIONS AND QUESTIONS TO MEMBERS OF THE CABINET**

**(a) Councillor J M Palmer, Executive Councillor for Health and Leisure**

Councillor J M Palmer, Executive Councillor for Health and Leisure addressed the Council on the activities of One Leisure and the Active Lifestyles Team. A copy of Councillor Palmer's PowerPoint presentation is appended in the Minute Book.

Attention was drawn to details of the context of the service and its non-statutory function but corporate objective of the Council to improve the health and wellbeing of its residents. Members were reminded of the existing Leisure Centre facilities located throughout the District, the partnership arrangement with Urban and Civic to provide a facility at Alconbury Weald and responsibilities of the Active Lifestyles Team.

In noting the strategic overview of the focus of the Active Lifestyles Team, specifically health, education, economic and social values, Members were advised that this work was undertaken by a Team of seven staff managing around 50k attendances in 2015/16 through physical activity and sports



sessions and focussing on the various different groups of people in the community.

Councillor Palmer reminded Members how well the District was currently served by provision of the Leisure Centres with 2.35m visits per year and updated the Council on the joint venture with Urban and Civic at Alconbury Weald that would be managed by the District Council.

Attention was drawn to the benchmarking of One Leisure's performance across the country, with only 35% of facilities provided in-house by the Council and the best Council operated at £201K surplus whilst the worst Council subsidised the operation of £360k, comparable to One Leisure that delivered a £431k surplus in 2015/16. Members noted One Leisure's 2016/17 performance of income against expenditure that had showed a steady increase in income but this year would be impacted by an increase in minimum wage costs. Councillor Palmer drew attention to the level of membership sales and recent increase as a result of a membership publicity drive but intimated that improvements continued to be required to maintain the levels and remain competitive with the private sector market.

In his concluding remarks, Councillor Palmer outlined the developments for 2017/18, including delivery of the capital programme of improvements at the One Leisure facilities, new programmes by the Active Lifestyles Team and made reference to the five year strategic plan of One Leisure reaching its objective of £8.5m income with a surplus of 10% by 2021/22 thereby creating a financial contribution towards the overall cost of the Council.

Following praise expressed for the One Leisure facilities by Councillor Ms L A Duffy, a question was raised in relation to the retention of individuals completing exercise referrals following the end of their programme and ability to offer membership at a reduced rate to encourage their continued attendance. Whereby Councillor Palmer explained that provision currently did not exist for such a reduction in the cost of membership but undertook to investigate the feasibility of this option.

Councillor T D Alban commended the competitive pricing structure of facilities at One Leisure but questioned whether the age bracket of young people using or hiring the facilities could be extended from above 16 to include all children in full time education. Councillor Palmer intimated his support for such a proposal as one of its core objectives was to encourage activity in young people and endeavoured to investigate further this proposal.

In response to a question by Councillor D A Giles on the possibility of charging car park fees at the Leisure Centres to encourage more users to walk to the Centres, Councillor Palmer suggested that this option would not be explored.

Arising from a question by Councillor Ms S L Taylor on the timescale for completion of the One Leisure St Neots Synthetic Turf Pitch and usage by Ernulf Academy, Councillor Palmer explained that the Council had been working closely towards finalisation of extension of the lease with the Academy to ensure that there was at least a 25 year term to enable the funds to be released from Sport England.

Councillor M F Shellens commented upon the improvement of the gap between income and expenditure at One Leisure, but questioned as to how this had been eroded by capital expenditure and it was explained that capital expenditure had not been taken into account in the performance figures presented.

In response to a question from Councillor Mrs S A Conboy on engagement with young people and the ability for parishes to engage more to encourage their participation, Councillor Palmer referred to the importance of engagement with all social groups through the use of social media and ability to target specific age groups and work undertaken with schools.

By reference to comments raised previously by Councillor Giles on car parking, Councillor B S Chapman commented upon the public subsidy and Councillor Palmer made reference to a review of the membership pricing structure in the light of the fact that new members appeared to be picking up additional charges. Councillor J A Gray also explained that there appeared to be a misunderstanding with the public subsidy as the One Leisure service had clearly been making a profit and clarified the situation with the capital costs that had been built into the figures presented at this meeting.

**(b) Councillor R Harrison, Executive Councillor for Growth**

Councillor R Harrison, Executive Councillor for Growth addressed the Council on growth agenda currently being undertaken by the Council. A copy of Councillor Harrison's PowerPoint presentation is appended in the Minute Book.

Members' attention was drawn to the vision for growth in the District and it was explained that this would be achieved through the development of a flexible and resilient workforce, becoming the right environment for investment and encouraging a culture of enterprise. Councillor Harrison reminded Members of the launch of the Invest Huntingdonshire website and drew attention to the website usage since its launch last year. Members also noted the development of business information themed workshops that had been held in 2016/17 where attendance had been increasing and had offered advice to local businesses, together with providing an opportunity for networking.

Councillor Harrison reported upon the highlights of the Alconbury Enterprise Zone in 2016/17 and drew attention to

the commercial enterprises that had begun to occupy the site and the recent tour of the site that had taken place for Members of the Council. Members also noted the EDGE shop that was available in Huntingdon that was designed to provide an information exchange for promoting local businesses and act as a jobs hub as the development of businesses expand on site. Attention was also drawn to a careers fair that had taken place in December 2016 involving all secondary schools in the District that had been run by EDGE.

Members noted that the Innovation Manufacturing Engineering Technology (IMET) facility had been developed at Alconbury Weald costing £10.5m achieved through growth funding by the Local Enterprise Partnership (LEP) and scheduled for completion by the end of 2017.

In looking to the forthcoming year, Councillor Harrison identified the challenges that existed through development of the skills strategy and embracing the opportunities that existed such as the St Neots Masterplan and drew attention to the discussion paper that had been launched by the National Infrastructure Commission on the Oxford to Cambridge corridor and discovering the potential for additional enterprise zones. It was further noted that work was necessary to build relationships with key stakeholders such as the LEP and the Combined Authority.

In indicating her support for an enterprise zone in St Neots Councillor Ms S L Taylor highlighted her concern of the potential impact on the residents in the town and potential for employees to move with existing employers.

In response to a question from Councillor T D Sanderson on the potential for extending the template for St Neots Masterplan to other market towns, Councillor Harrison explained that following examination of the success of this model it would be rolled out to other towns in the area.

Councillor Mrs S A Conboy commented upon the challenge of planning mixed development and how the process would be monitored to ensure that an industry element was being fulfilled, whereby Councillor Harrison concurred with the comments raised and suggested that the work of the Combined Authority could assist in this area.

Arising from a question from Councillor B S Chapman on the potential for development of an EDGE shop in St Neots and potential location for the enterprise zone in St Neots in relation to the A428, Members noted that potential was being explored for a 'pop-up' shop that could be moved throughout the District and Councillor Harrison explained that a discussion document would be available the following week with recommendations for the proposed route of the A428.

Following a question from Councillor D A Giles on the timescale of St Neots Masterplan and its links to the St

Neots Neighbourhood Plan, Councillor Harrison reported that it was currently under development with the selection of potential consulting companies for delivery and assured Members that it would complement the Neighbourhood Plan and Local Plan.

In concluding and in response to a question by Councillor S Cawley, Councillor Harrison highlighted the importance of Town Councils and other partners getting involved in the development of the Market Town Masterplans.

**(c) Questions to other Members of the Cabinet**

By reference to the third paragraph of Minute No. 66 of the Minutes of the last Meeting, Councillor T Hayward asked for an update on whether action had been taken, whereby Councillor R Harrison explained that Mr S Bell, Team Leader Transportation had a meeting scheduled in mid-April that would enable further detail be made available to provide a clearer response to be put to the Minister.

Arising from a question from Councillor T D Sanderson on two specific cases in relation to overgrowth in Devoke Close, Huntingdon and issues with a resident's permit for a resident at Great Northern Street Car Park, Huntingdon, Councillor J White explained that an issue existed with a number of parcels of land located throughout the District that had been orphaned and no ownership established for maintenance. It was noted that a review would be undertaken for such pieces of land with a view to potentially adopting and maintaining. In relation to the resident's permit, it was suggested that a decision taken in July 2016 would be reviewed in light of the receipt of mitigating circumstances that had been provided specific to this case.

In response to a question by Councillor Mrs S J Conboy on the timescale for the Parking Strategy, Councillor White explained that work was progressing with a Task and Finish Group established to address the overall vision and parking charges. This would be presented to the Overview and Scrutiny Panel (Economy and Growth) in September 2017 prior to the Cabinet and endeavoured to keep Members informed of progress.

Councillor B S Chapman referred to ongoing issues with the surface of the road in West Street, St Neots and the Executive Leader, Councillor R B Howe highlighted the difficulties that they had faced in resolving this issue as the road was un-adopted and he was keen to reach a resolution on this problem by working with the County Council and investigate the potential for sponsorship by the Town Council.

In response to a question by Councillor P Kadewere on the closure of shops in Huntingdon Town Centre, Councillor Harrison explained that provision did not exist for the Council to review the rates as they were under the ownership of a

private landlord.

Councillor Ms L A Duffy made specific reference to a resident's difficulty in obtaining an additional refuse bin and the timescale involved, the matter of which had now been resolved, whereby Councillor White undertook to investigate further whether issues existed with the delivery of new bins with the Operations Division and would provide an update to Councillor Ms Duffy.

With reference to the penultimate paragraph of Minute No. 66 of the Minutes of the last meeting, Councillor D A Giles queried the lack of response and Councillor White had explained that he had contacted Councillor Giles following the last meeting asking for further detail to be provided on specific details of the road sign in Eaton Socon.

In response to a question from Councillor Hayward, Councillor Harrison confirmed his confidence in the plan for a 5 year delivery of housing in the area.

## **79. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY**

The Executive Leader, Councillor R B Howe, with the assistance of a presentation (a copy of which is appended in the Minute Book) provided an update to Members on progress to date with the work of the Cambridgeshire and Peterborough Combined Authority. Whereupon Members' attention was drawn to the new branding and logo of the Combined Authority that represented the eternity of all the Council's in the Combined Authority area.

In noting that the Order establishing the Combined Authority had been made on the 2nd March 2017, Councillor Howe reported that their first meeting had been held on 20th March 2017 and confirmed the initial allocation of £20m of funding, with a further £20m later this month. It was noted that the Combined Authority confirmed the resolutions of the Shadow Board and some decisions had been taken in advance of the election of a Mayor including the budget and indicative resources for 2016-18 and the Medium Term Financial Forecast for 2018-21. It was anticipated the costs of running the Mayor's office was £1m per annum, similar costs for the election of the Mayor and an additional £400k had been allocated in reserves, the costs of which it was suggested could be recovered in 2-3 years.

Attention was drawn to the four strategic priorities of the Combined Authority, specifically the growth plan that was under development that had included the Housing Strategy that had been signed off and submitted to the Department of Communities and Local Government. An allocation of 4k affordable homes in the Combined Authority area was expected over the next 5 years and delivery would be earlier than would normally be the case. It was further noted that the Local Transport Plan and Infrastructure Programme was under development.

Councillor Howe updated Members in relation to the Finance and Investment and Governance strategic priorities and with regard to the

Public Service Reform Plan and Deal 2 it was anticipated that there would be no incremental costs to the Mayor's Office but expected the Combined Authority to have a self-sufficient economy within a number of years.

With reference to the development of the Market Town Masterplan, Councillor Howe explained that there were nine market towns in the Combined Authority area and would be developed to regenerate the town centres through an integrated approach to housing, infrastructure deficit and development of a skills base using St Neots as an initial template. It was noted that three consulting companies were currently under consideration to develop the Plan to cover commercial and social development and would be integrated with the current St Neots Neighbourhood Plan and Local Plan. He further explained that the development of the Oxford to Cambridge corridor would help to ensure prosperity in the future. Currently no geographical location had been identified for the Enterprize Zone in St Neots but would be developed to help create and stimulate jobs for the local economy.

Councillor D A Giles indicated his pleasure at the encouraging and positive news for St Neots and looked forward to working with the Combined Authority in development of the St Neots Masterplan.

Arising from a question from Councillor Mrs S J Conboy on the pace of the processes and strategy development and communication of progress, Councillor Howe explained that aside from these regular briefings at each Council meeting, a new website was currently under development that would link to each constituent authority websites as well.

As a result of a question from Councillor T Hayward on the role of Overview and Scrutiny in the organisation, Councillor Howe reminded Members that the Overview and Scrutiny Members had been appointed from each constituent authority and the first Combined Authority Overview and Scrutiny meeting would be held on 11th April 2017 and would have the ability to scrutinise the decisions already taken by the Combined Authority.

With reference to a question by Councillor M F Shellens, Councillor Howe explained that the 4k affordable housing was not based on existing allocations but new allocations.

Finally arising from concerns raised by Councillor P D Reeve on the lack of availability for pre-scrutiny of decision making of the Combined Authority, Councillor Howe explained that the Overview and Scrutiny Committee could not become functional until 8th May 2017 Combined and a decision log of the Combined Authority decisions would be made available at their first meeting.

## **80. OUTCOMES FROM COMMITTEES AND PANELS**

A copy of the list of meetings held since the last meeting of the Council held on 22nd February 2017 is appended in the Minute Book and Members were advised that any issues or questions could be raised in relation to these meetings.

## **81. CORPORATE PLAN 2016-18 MID-TERM REVIEW**

The Council considered a report by the Corporate Team Manager (a copy of which is appended in the Minute Book) detailing a mid-term review of the Corporate Plan 2016/18. The Executive Leader, Councillor R B Howe reminded Members of the purpose of the Plan that detailed the Vision, Strategic Priorities and Objectives for the Council that linked to Service Plans and individual Performance Development Plans of Officers. In drawing attention to the Strategic Priorities and Objectives of enabling communities, developing sustainable growth and becoming a more efficient and effective Council, Councillor Howe explained that each Overview and Scrutiny Panel was aligned to each of these priorities.

Members were advised of the changes that had been proposed to the Corporate Plan that had included some minor textual amendments to the Objectives, the inclusion of Transformation and Devolution, updates to work programme descriptions and amendments to some actions and Performance Indicators. Councillor Howe drew Members' attention to the new actions proposed that had included open spaces and play provision, air pollution, updating the Homelessness Strategy and delivering a Car Parking Strategy.

With reference to his support for inclusion of open spaces and play provision, Councillor T Hayward suggested that, although not our statutory responsibility, it was essential that these were maintained, whereby Councillor Howe explained that the update had already been reviewed and completed.

Councillor M F Shellens was pleased to see that the comments raised by the Overview and Scrutiny Panel (Performance and Customers) had been incorporated into the proposed changes to the Corporate Plan, with one exception that the Disabled Facilities Grant measurement should have incorporated up to practical completion. Whereupon, the Council

### **RESOLVED**

- (a) that the revised actions and key performance indicators in the mid-term review of the Corporate Plan 2016/18 be approved; and
- (b) that the revised Performance Management and Data Quality Policy and Framework be approved.

## **82. REVIEW OF THE EFFECTIVENESS OF THE CORPORATE GOVERNANCE COMMITTEE**

Councillor M Francis, Chairman of the Corporate Governance Committee, presented a report by the Internal Audit and Risk Manager on a review of the effectiveness of the Corporate Governance Committee (a copy of which is appended in the Minute Book) following an informal meeting held with Members of the Committee on 25th January 2017.

Councillor Francis explained that the Committee had concluded that it

had sufficient resources to fulfil its terms of reference and performed its role effectively and independently. In drawing attention to the discussion held at the meeting of the Corporate Governance Committee on 22nd March 2017, Councillor T Hayward highlighted the comments raised in relation to ensuring that the Committee remained with the same membership, whereby the Managing Director explained that this was not possible to incorporate in the Terms of Reference due to the potential shift in political composition of the Council and allocation of seats on Committees and Panels may be subject to change. Whereupon, it was

RESOLVED

that the proposed changes to the Terms of Reference of the Corporate Governance Committee as set out in Appendix 1 to the report now submitted be approved.

### **83. CODE OF PROCUREMENT**

In conjunction with a report by the Procurement Manager (a copy of which is appended in the Minute Book) Councillor M Francis, Chairman of the Corporate Governance Committee, presented details of a review of the Code of Procurement that had been considered by the Corporate Governance Committee at their meeting held on 22nd March 2017.

Members' attention was drawn to the four significant changes to the Code, specifically formalising the rules of disposal, harmonisation of tender thresholds to £100k in line with the partner authorities of South Cambridgeshire District Council and Cambridge City Council, amending the threshold limit for single quotes approved by Heads of Service and implementing changes to collect income tax and national insurance through Pay-As-You-Earn for consultants and contractors in accordance with the Finance Bill 2017. In so doing, the Council

RESOLVED

that the proposed changes to the Code of Procurement as set out in Appendix 2 to the report now submitted be approved.

### **84. VARIATIONS TO THE MEMBERSHIP OF COMMITTEES AND PANELS**

There were no changes to report.

The meeting ended at 8.58pm.

Chairman



---

## **Representation of Political Groups on District Council Committees, etc.**

### **Report by the Elections and Democratic Services Manager.**

---

#### **1. INTRODUCTION**

- 1.1 The Local Government and Housing Act 1989 and associated Regulations describe arrangements for achieving a balance on Committees etc, to reflect the representation of political groups and independent Members on the District Council. The Act requires the District Council to review the representation of different political groups at the time when the Authority holds its Annual Meeting and as soon as practicable and over one month after the last review if the Proper Officer receives a request to undertake a further review of the allocation of seats given a change to membership of a political group.

#### **2. PRINCIPLES OF PROPORTIONALITY**

- 2.1 In performing the duty to review representation, the Council must, so far as reasonably practicable, only determine the allocation of seats having regard to the following principles -

- ◆ that not all the seats are allocated to the same political group;
- ◆ that the majority of seats are allocated to the political group which forms a majority of the Council's membership; and
- ◆ that the number of seats allocated is in the same proportion as is borne by the number of Members of a political group to the membership of the Council.

- 2.2 Currently it is open to the Council to approve alternative arrangements otherwise than in accordance with the principles of proportionality providing that the alternative arrangements are approved without any Member voting against them.

#### **3. CONSTITUTION OF POLITICAL GROUPS**

- 3.1 The constitution of political groups on the Council is as follows:-

<b>Name of Group</b>	<b>No. of Members</b>
Conservative	32
HDC Independent Group	7
Liberal Democrat	6
UKIP	3
Labour	2

There are now 2 Members of the Council who are not aligned to a political group.

- 3.2 The membership of groups in proportion to the total membership of the Council is therefore as follows:-

	%
Conservative	61.54
Independent Group	13.46
Liberal Democrat	11.54
UKIP	5.77
Labour	3.85

The Independent Members represent 3.85% of the membership of the Council.

#### 4. LOCAL GOVERNMENT ACT 2000

- 4.1 Under the Local Government Act 2000, the proportionality requirements do not apply to the Cabinet or to any Sub-Groups or Sub-Committees, which the Cabinet may appoint. Appointment of the Cabinet also lies with the Executive Leader of the Council. Recent changes to the Constitution have varied the number of seats to which the Council can appoint to 84.

- 4.2 The following requirements of the Act also need to be adhered to by the Council in determining the membership of Panels, etc. -

- ◆ the Cabinet may not include either the Chairman or Vice-Chairman of the Council;
- ◆ Overview and Scrutiny Panels may not comprise any Member of the Cabinet;
- ◆ the Executive Leader, Deputy Executive Leader and any Member of the Cabinet shall not be elected as Chairman of any Committee or Panel other than any that may be appointed by the Cabinet.

- 4.3 The Constitution also provides for the Development Management Committee, Licensing and Protection Committee, the Employment Committee and the Licensing Committee to include the relevant Executive Councillor within their respective membership.

**The Constitution provides that every Member of the Council shall be appointed to serve on a minimum of one Overview and Scrutiny Panel, or Committee of the Council or the Cabinet.**

## 5. PROPORTIONALITY

- 5.1 Excluding the Cabinet, the aggregate number of seats on Committees is now 84. Using the proportionality percentage referred to in paragraph 3.2 and rounding up or down as appropriate, produces the following entitlement –

	<b>Seats</b>
Conservative Group	52
HDC Independent Group	11
Liberal Democrat Group	10
UKIP	5
Labour	3
Independent Members	3

- 5.2 Applying the principles of the Act and, similarly, rounding the figures as necessary, gives the distribution as set out in the Appendix.
- 5.3 The principles of proportionality apply similarly to advisory/sub-groups appointed or nominated by committees and regard must be given to the following examples of entitlements to seats:-

No. of Members on Sub-Group, etc	Proportion of Members from Political Groups					
	Cons	Ind Group	Lib Dem	UKIP	Indep	Lab
3	2	1	0	0	0	0
4	3	1	0	0	0	0
5	3	1	1	0	0	0
6	4	1	1	0	0	0
7	4	1	1	1	0	0
8	5	1	1	1	0	0
9	6	1	1	1	0	0
10	6	1	1	1	0/1	0/1

- 5.4 The Cabinet may not delegate any of its functions to non-Cabinet Members. Therefore any Sub-Group of the Cabinet that is exercising any decision-making powers delegated to it by the Cabinet must include only Cabinet Members. This does not prevent any Advisory Group appointed by the Cabinet that has no decision-making powers and whose terms of reference are merely advisory from including non-Cabinet Members.
- 5.5 It should be noted that the 2000 Act requires the appointment of a minimum of one Cabinet Member to a Joint Committee exercising executive functions. Other Members may be appointed to a Joint Committee and the political balance requirements do not apply although circumstances will vary as to whether those Members can vote on executive decisions.

## 6. CONCLUSION

- 6.1 The Council is invited to determine the allocation of seats on District Council Committees to political groups and to the non-aligned Members in accordance with the distribution illustrated in the attached Appendix and to note the requirements for appointments to

advisory/sub groups etc, in paragraph 5.3. The proportionality requirements do not apply to the Cabinet and its membership will be determined by the Executive Leader

- 6.2 The opportunity otherwise is available currently to allocate seats in accordance with an alternative arrangement, with the exception of the Cabinet, provided this arrangement is approved by the Council with no Member voting against.

## **BACKGROUND PAPERS**

Local Government and Housing Act 1989

Local Government Act 2000

Localism Act 2011

District Council Constitution

**Contact Officer:** Lisa Jablonska  
Elections and Democratic Services Manager  
☎ (01480) 388004

APPENDIX

Committee / Panel	No. of Seats*	No. of Ex-officio	Title of Ex-officio	Cons	Ind Group	Lib Dem	UKIP	Lab	Inds	Cons	Ind Group	Lib Dem	UKIP	Lab	Inds
Corporate Governance Committee	12	0		7.38	1.62	1.38	0.69	0.46	0.46	7	1	1	1	1	1
Development Management Committee	16	1	Not defined	9.85	2.15	1.85	0.69	0.46	0.46	10	2	2	1	0	1
Employment Committee	8	1	Not defined	4.92	1.08	0.92	0.46	0.31	0.31	5	1	1	1	0	0
Licensing & Protection Committee / Committee	12	1	Not defined	7.38	1.62	1.38	0.69	0.46	0.46	7	2	1	0	1	1
Overview & Scrutiny Panel (Performance and Customers)	12	0		7.38	1.62	1.38	0.69	0.46	0.46	8	1	2	1	0	0
Overview & Scrutiny Panel (Economy and Growth)	12	0		7.38	1.62	1.38	0.69	0.46	0.46	7	2	2	1	0	0
Overview & Scrutiny Panel (Communities and Environment)	12	0		7.38	1.62	1.38	0.69	0.46	0.46	8	2	1	0	1	0
<b>TOTAL</b>	<b>84</b>									<b>52</b>	<b>11</b>	<b>10</b>	<b>5</b>	<b>3</b>	<b>3</b>

\* The allocation of these seats must be balanced so that the total entitlement to seats on each group is not exceeded.

This page is intentionally left blank

Public  
Key Decision - No

## HUNTINGDONSHIRE DISTRICT COUNCIL

**Title/Subject Matter:** Cambridgeshire and Peterborough Combined Authority – Membership and Other Appointments

**Meeting/Date:** Council – 17th May 2017

**Executive Portfolio:** Executive Leader, Councillor R B Howe

**Report by:** Managing Director

**Ward(s) affected:** All

---

### **Executive Summary:**

This report requests the Council to make appointments to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2017/2018.

### **Recommendations:**

1. **Members are requested to make the following appointments/nominations to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2017/2018:**
  - (a) **appoint the Leader of Council to act as the Council's appointee to the Combined Authority and one substitute member from the Conservative Group;**
  - (b) **nominate two members (one from the Conservative Group and one Independent to the Overview and Scrutiny Committee), and two substitute members (one from the Conservative Group and one Independent); and**
  - (c) **nominate one Independent to the Audit and Governance Committee and one substitute Independent member.**
  
- 2 **Authorise the Managing Director to make any amendments to the appointments to the Overview and Scrutiny Committee and the Audit and Governance Committee in consultation with the Executive Leader, if the political balance is amended by the Combined Authority between now and the next Council meeting.**

## **1. BACKGROUND**

- 1.1 In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, each Constituent Council must appoint one of its elected members and a substitute member to the Combined Authority. Each Council made these appointments at its respective Council meeting in November 2016 for the 2016/17 municipal year. The Council is now asked to appoint a member and substitute member for the municipal year 2017/18.

### **Non-Executive Committees**

- 1.2 The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016 requires the Combined Authority to establish an Overview and Scrutiny Committee and an Audit Committee. The Order sets out the rules for membership. The membership of the Overview and Scrutiny and the Audit Committees as a whole should reflect so far as reasonably practicable the balance of political parties of the constituent councils when taken together. The balance is based on membership of political parties, not political groups, on constituent councils across Cambridgeshire and Peterborough.
- 1.3 On 4 May 2017, there were local elections for the County Council, a number of by-elections in other councils, and some independent groups have formed political parties. The Combined Authority has reviewed the political balance on constituent councils and has requested constituent councils to make the following appointments to these committees.

### **Overview and Scrutiny Committee**

- 1.4 The Combined Authority agreed that to ensure an equitable representation across each constituent authority, two members from each council should be appointed to the Overview and Scrutiny Committee representing a total membership of fourteen members. In December 2016, the Council nominated two members to the Committee for the remainder of the municipal year 2016/17.
- 1.5 The implications of applying political proportionality to a fourteen member Overview and Scrutiny Committee are detailed in Appendix 1.
- 1.6 The Council is required to nominate two members (one from the Conservative Party and one from the Independents) to the Overview and Scrutiny Committee for the municipal year 2017/18 based on the political balance set out in Appendix 1.

### **Audit and Governance Committee**

- 1.7 The Combined Authority agreed to establish an Audit and Governance Committee consisting of seven constituent members: one member from each constituent council.
- 1.8 The implications of applying political proportionality to a seven member Audit and Governance Committee are detailed in Appendix 2. The Council is required to nominate one member from the Independents to sit on the Audit and Governance Committee for the municipal year 2017/18 based on the political balance set out in Appendix 2.

### **Substitute members**



- 1.9 The Combined Authority has agreed that substitute members should be appointed for each position on the Audit and Governance Committee and the Overview and Scrutiny Committee. Any substitute members should come from the same party as the Member they are substituting for to maintain political balance.
- 1.10 For the Overview and Scrutiny Committee, if constituent councils have appointed members from the same political parties, ie East Cambs and Fenland, those Councils might only wish to appoint one substitute rather than two. The quorum set down in legislation is two thirds of the total membership. Therefore, it is preferable to appoint two members in case both members are absent from a meeting and need to substitute.

### **Conclusion**

- 1.11 All appointments and nominations made by constituent councils will be reported to the Combined Authority's annual meeting on 31 May.
- 1.12 The political balance calculations in the Appendices are based on up to date statistics given by constituent councils and take account of the outcome of Cambridgeshire County Council and any by elections of other councils. However, there may be last minute changes in the lead up to constituent councils' annual meetings and Combined Authority's annual meeting on 31 May.
- 1.12 If there are consequential changes to the overall political balance, the Combined Authority may need to review the membership and the allocation of seats to political parties on the above committees. The Monitoring Officer will advise constituent councils if any subsequent changes have been necessary, and whether any changes need to be made to their nominations.
- 1.13 If there is no provision in constituent council's standing orders, the Council may wish to consider giving delegated powers for the Managing to approve any consequential changes to these appointments in consultation with the Executive Leader.

## **2. FINANCIAL IMPLICATIONS / EQUALITY IMPACT ASSESSMENT LEGAL IMPLICATIONS**

- 2.1 In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, no remuneration is to be payable by the Combined Authority to its members.

## **3. LEGAL IMPLICATIONS**

- 3.1 These are set out in the report. The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016 requires a combined authority to ensure that the members of the committee taken as a whole reflect so far as reasonably practicable the balance of political parties for the time being prevailing among members of the constituent councils when taken together.

## **4. LIST OF APPENDICES INCLUDED**

- 4.1 Appendix 1 – Overview and Scrutiny Committee political balance calculations.

**BACKGROUND PAPERS**

Council – 16<sup>th</sup> November and 12th December 2016  
Agenda Item Nos.2 and 12

**Overview and Scrutiny Committee of 14**  
**POLITICAL BALANCE ACROSS THE COUNTY May 2017**

	Total	Vacancy	Conservative	Labour	St Neots Ind Group	Independent	Werrington First	Liberal Party	Liberal Democrats	Green	UKIP	Total	Entitlement	
CAMBRIDGESHIRE	2	0	36	7	2	1	0	0	15	0	0	61	1 Conservative	1 Lib Dem
PETERBOROUGH	2	1	30	14	0	0	3	3	7	0	2	59	1 Conservative	1 Labour
HUNTINGDONSHIRE	2	0	32	2	1	8	0	0	6	0	3	52	1 Independent	1 Conservative
27 EAST CAMBS	2	0	36	0	0	1	0	0	2	0	0	39	2 Conservatives	
SOUTH CAMBS	2	0	36	1	0	6	0	0	14	0	0	57	1 Conservative,	1 Lib Dem
CAMBRIDGE CITY	2	0	0	26	0	2	0	0	13	1	0	42	1 Labour	1 Lib Dem
FENLAND	2	0	34	0	0	3	0	0	2	0	0	39	2 Conservatives	
<b>TOTAL</b>		1	<b>204</b>	<b>50</b>	<b>3</b>	<b>21</b>	<b>3</b>	<b>3</b>	<b>59</b>	<b>1</b>	<b>5</b>	<b>349</b>		
<b>POLITICAL BALANCE %</b>			58.45	14.33	0.86	6.02	0.86	0.86	16.91	0.29	1.43	100.00		
<b>Seat allocation May 2017</b>			<b>8</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>14</b>		
Committee seat	14		8.18	2.01	0.12	0.84	0.12	0.12	2.37	0.04	0.20	14.00		

This page is intentionally left blank

**Audit and Governance Committee of 7**  
**POLITICAL BALANCE ACROSS THE COUNTY May 2017**

	Total	Vacancy	Conservative	Labour	St Neots Ind Group	Independent	Werrington First	Liberal Party	Liberal Democrats	Green	UKIP	Total	Entitlement
CAMBRIDGESHIRE	1	0	36	7	2	1	0	0	15	0	0	61	1 Lib Dem
PETERBOROUGH	1	1	30	14	0	0	3	3	7	0	2	59	1 Conservative
HUNTINGDONSHIRE	1	0	32	2	1	8	0	0	6	0	3	52	1 Independent
EAST CAMBS	1	0	36	0	0	1	0	0	2	0	0	39	1 Conservatives
SOUTH CAMBS	1	0	36	1	0	6	0	0	14	0	0	57	1 Conservative,
CAMBRIDGE CITY	1	0	0	26	0	2	0	0	13	1	0	42	1 Labour
FENLAND	1	0	34	0	0	3	0	0	2	0	0	39	1 Conservatives
<b>TOTAL</b>		<b>1</b>	<b>204</b>	<b>50</b>	<b>3</b>	<b>21</b>	<b>3</b>	<b>3</b>	<b>59</b>	<b>1</b>	<b>5</b>	<b>349</b>	
<b>POLITICAL BALANCE %</b>			<b>58.45</b>	<b>14.33</b>	<b>0.86</b>	<b>6.02</b>	<b>0.86</b>	<b>0.86</b>	<b>16.91</b>	<b>0.29</b>	<b>1.43</b>	<b>100.00</b>	
<b>Seat allocation May 2017</b>			<b>4</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>7</b>	
Committee seat allocation	7		4.09	1.00	0.06	0.42	0.06	0.06	1.18	0.02	0.10	7.00	

This page is intentionally left blank

Emp No	Name	Allowance	Responsibility	Arrears	Allowances	Expenses	Subsistance	Grand Total
25030	ABLEWHITE JASON CLLR	£4,235.04	£2,385.43			£111.00		£6,731.47
33565	ALBAN TIMOTHY CLLR	£4,235.04	£5,006.50		£107.04			£9,348.58
30488	BAKER KEITH CLLR	£4,235.04	£662.13		£107.04	£156.60		£5,160.81
21444	BATES IAN CLLR	£455.38						£455.38
24490	BODDINGTON BARBARA CLLR	£4,235.04	£831.29		£107.04	£342.00		£5,515.37
33571	BROWN DARYL CLLR	£4,235.04	£7,310.90					£11,545.94
25032	BUCKNELL PETER CLLR	£4,235.04	£8,914.00		£107.04	£972.45		£14,228.53
32488	BULL GRAHAM CLLR	£4,235.04	£8,666.47	£63.37		£422.30		£13,387.18
23639	BUTLER ERIC CLLR	£4,235.04	£5,870.40			£891.00		£10,996.44
32728	CARTER ROBIN CLLR	£4,235.04	£6,450.51	-£229.88	£107.04	£966.15		£11,528.86
32215	CAWLEY STEPHEN CLLR	£4,235.04	£8,394.00		£107.04			£12,736.08
32216	CHAPMAN BARRY CLLR	£4,235.04	£291.88	£72.97	£107.04	£54.00		£4,760.93
33246	CONBOY SARAH CLLRM	£4,235.04	£7,333.17	-£72.97	£148.34	£29.70		£11,673.28
33876	CORLEY JAMES CLLR	£2,117.52	£681.57	£1,703.07				£4,502.16
25034	CRISWELL STEPHEN CLLR	£4,235.04	£5,950.56	-£248.21	£107.04	£382.20		£10,426.63
33321	CURTIS ANGELA CLLR	£455.38	£166.35					£621.73
20013	DAVIES JOHN CLLR	£4,235.04	£2,837.02			£182.70		£7,254.76
24491	DEW DOUGLAS CLLR	£4,235.04	£6,526.59			£159.30		£10,920.93
33250	DICKINSON ANGELA CLLRMS	£4,235.04	£3,861.64	£181.92	£107.04	£352.90		£8,738.54
33877	DONALDSON ALISON CLLRM	£3,791.04			£93.23	£64.35		£3,948.62
32706	DUFFY LISA CLLRM	£4,235.04	£1,952.68					£6,187.72
30650	FARRER RODNEY CLLR	£455.38	£66.67					£522.05
33245	FRANCIS MICHAEL CLLR	£4,235.04	£2,532.43	£561.41		£126.00		£7,454.88
32689	FULLER RYAN CLLR	£4,235.04	£7,038.46	£103.25	£107.04	£216.00		£11,699.79
33361	GARDENER IAN CLLR	£4,235.04	£2,552.64					£6,787.68
33572	GEORGE LEEDO CLLR	£4,235.04						£4,235.04
32690	GILES DEREK CLLR	£4,235.04				£43.20		£4,278.24
33879	GILES SANDRA CLLRM	£3,791.04						£3,791.04
25037	GRAY JONATHAN CLLR	£4,235.04	£8,394.00					£12,629.04
33705	GREENALL STEPHEN CLLR	£4,235.04	£2,718.83	-£29.56				£6,924.31

Emp No	Name	Allowance	Responsibility	Arrears	Allowances	Expenses	Subsistance	Grand Total
22823	HANSARD ANDREW CLLR	£455.38	£298.81			£18.00		£772.19
32491	HARRISON ROGER CLLR	£4,235.04	£8,394.00		£107.04	£657.70		£13,393.78
24492	HARTY DAVID CLLR	£4,041.50	£295.31		£102.15			£4,438.96
33248	HAYWARD TERENCE CLLR	£4,235.04			£107.04	£207.00		£4,549.08
32492	HOWE ROBIN CLLR	£4,235.04	£13,590.19		£107.04	£2,223.90		£20,156.17
33267	HYLAND JOHN CLLR				£107.04	£336.60		£443.64
30828	JORDAN PATRICIA CLLRMS	£4,235.04						£4,235.04
32688	KADEWERE PATRICK CLLR	£4,235.04						£4,235.04
32705	KADIC ELAINE CLLRMS	£455.38	£371.73		£11.51			£838.62
33249	MATHEWS RITA CLLRM	£4,235.04	£2,715.70		£107.04	£594.00		£7,651.78
33566	MEAD DAVID CLLR	£4,235.04	£1,952.68					£6,187.72
24494	MITCHELL PETER CLLR					£186.30		£186.30
32990	MORRIS JOHN CLLR	£4,235.04	£620.04		£107.04			£4,962.12
32704	OLIVER MARK CLLR	£455.38						£455.38
33567	PALMER JOHN CLLR	£4,235.04	£7,392.57			£852.30		£12,479.91
24010	REEVE PETER CLLR	£4,235.04	£620.04					£4,855.08
24036	REYNOLDS DEBORAH CLLRM	£4,235.04			£107.04			£4,342.08
22825	SANDERSON THOMAS CLLR	£4,235.04	£916.50	-£58.34		£13.50		£5,106.70
31301	SHELLENS MICHAEL CLLR	£4,235.04	£4,880.90					£9,115.94
33880	SWAIN LAURENCE CLLR	£2,117.52	£563.36	£1,673.52		£119.25		£4,473.65
33881	TAVENER JILL CLLRM	£3,791.04	£373.66	£132.59				£4,297.29
33882	TAYLOR SIMONE CLLRM	£3,791.04				£23.40		£3,814.44
21129	TUPLIN RICHARD CLLR	4,235.04	620.04		107.04	326.70		5,288.82
32217	TYSOE DARREN CLLR	£4,235.04	£6,450.00	-£230.77	£107.04			£10,561.31
33883	UNDERWOOD DAVID REV	3,791.04						3,791.04
33569	WAINWRIGHT KARL CLLR	4,235.04	178.34	-58.34				4,355.04
33884	WATT DESMOND CLLR	3,791.04						3,791.04
30489	WEST RICHARD CLLR	4,235.04	2,391.68	18.33		187.20		6,832.25
33570	WHITE JIM CLLR	4,235.04	2,886.50	374.37				7,495.91
	<b>Total:</b>	<b>211,626.74</b>	<b>162,908.17</b>	<b>3,956.73</b>	<b>2,388.99</b>	<b>11,217.70</b>	<b>0.00</b>	<b>392,098.33</b>



**MEMBERS' ATTENDANCES  
AT MEETINGS OF THE COUNCIL, CABINET, COMMITTEES AND PANELS  
MUNICIPAL YEAR 2016/17**

<b>COUNCIL</b> <i>(met on 9 occasions)</i>			
Ablewhite, J D	9	Greenall, S	7
Alban, T	7	Harrison, R	8
Baker, K M	7	Harty, D <i>(until 14.3.17)</i>	2
Boddington, Mrs B E	7	Hayward, T	9
Brown, D	9	Howe, R B	9
Bucknell, P L E	9	Hyland, B	8
Bull, G J	8	Jordan, Mrs P A	5
Butler, E R	8	Kadewere, P	9
Carter, R C	6	Matthews, Mrs R E	8
Cawley, S	9	Mead, D J	7
Chapman, B S	7	Morris, J P	5
Conboy, Mrs S	7	Palmer, J M	9
Corley, J E	9	Reeve, P D	8
Criswell, S J	9	Reynolds, Mrs D C	5
Davies, J W	8	Sanderson, T D	4
Dew, D B	7	Shellens, M F	9
Dickinson, Mrs A	8	Swain, L R	9
Donaldson, Mrs A	8	Tavener, Mrs J	6
Duffy, Mrs L A	8	Taylor, Mrs S L	7
Francis, M	9	Tuplin, R G	9
Fuller, R	9	Tysoe, D M	9
Gardener, I D	6	Underwood, D R	6
George, L	6	Wainwright, K D	2
Giles, D A	5	Watt, D	8
Giles, Mrs S	5	West, R J	9
Gray, J A	9	White, J	9

<b>CABINET</b> <i>(met on 12 occasions)</i>			
Brown D	11	Gray, J A	10
Bull, G J		Harrison, R	10
Carter, R C <i>(to 21.12.16)</i>	8	Howe, R B	11
Cawley, S	9	Palmer, J M	8
Criswell, S <i>(to 21.12.16)</i>	4	Tysoe, D M <i>(to 21.12.16)</i>	7
Dickinson, Mrs A <i>(from 21.12.16)</i>	4	White, J <i>(from 21.12.16)</i>	4
Fuller, R <i>(from 21.12.16)</i>	4		

<b>CORPORATE GOVERNANCE COMMITTEE</b> <i>(met on 7 occasions)</i>			
Baker, K M	3	Hayward, T	7
Butler, E R	5	Kadeware, P	6
Conboy, S J Mrs	6	Matthews, R E Mrs	6
Dew, D B <i>(from 27.7.16)</i>	2	Sanderson, T D <i>(to 27.7.16)</i>	0
Donaldson, Mrs A <i>(from 21.12.16)</i>	0	Tysoe, D M <i>(from 21.12.16)</i>	2
Duffy, L A Mrs	6	West, R J	7
Francis, M	7	White, J <i>(to 21.12.16)</i>	4
Fuller, R <i>(to 21.12.16)</i>	4		

<b>DEVELOPMENT MANAGEMENT COMMITTEE</b> <i>(met on 13 occasions)</i>			
Ablewhite, J D	12	Fuller, R <i>(from 27.7.16 to 21.12.16)</i>	5
Baker, K M	9	Gardener, I D	11
Bucknell, P L E	13	Morris, J P	9
Butler, E R	12	Reeve, P D	13
Bull, G J	10	Sanderson, T D <i>(to 27.7.16)</i>	2
Carter, R C <i>(from 21.12.16)</i>	4	Swain, L R	13
Conboy, Mrs S	13	Tuplin, R G	12
Corley, J E	11	Wainwright, K D <i>(to 27.7.16)</i>	1
Dew, D B	10	West, R J <i>(from 21.12.16)</i>	4
Francis, M <i>(from 27.7.16)</i>	8	White, J <i>(to 21.12.16)</i>	8

<b>EMPLOYMENT COMMITTEE</b> <i>(met on 5 occasions)</i>			
Cawley, S	3	Jordan, Mrs P A	3
Duffy, L A Mrs	2	Swain, L R <i>(from 21.12.16)</i>	1
Hayward, T	5	West, R J	5
Howe, R B	2	White, J <i>(to 21.12.16)</i>	4
Matthews, R E Mrs	2		

<b>LICENSING AND PROTECTION COMMITTEE</b> <i>(met on 5 occasions)</i>			
Boddington, Mrs B E	4	Giles, S A Mrs	3
Conboy Mrs S J	5	Mead, D J	4
Corley, J E	5	Tavener, J Mrs	4
Criswell, S	3	Watt, D	3
Davies, J W	4	West, R J	5
Fuller, R	4	Underwood, D R	5

<b>LICENSING COMMITTEE</b> <i>(met on 4 occasions)</i>			
Boddington, Mrs B E	3	Giles, S A Mrs	2
Conboy Mrs S J	4	Mead, D J	3
Corley, J E	4	Tavener, J Mrs	3
Criswell, S	2	Watt, D	3
Davies, J W	3	West, R J	4
Fuller, R	3	Underwood, D R	4

<b>OVERVIEW AND SCRUTINY PANEL (PERFORMANCE AND CUSTOMERS)</b> <i>(met on 8 occasions)</i>			
Bucknell, P L E	3	Reynolds, D C Mrs	4
Boddington, B E Mrs <i>(from 19.10.16)</i>	2	Sanderson, T D <i>(to 27.7.16)</i>	1
Carter, R C <i>(from 21.12.16)</i>	2	Shellens, M F	7
Dickinson, A Mrs <i>(to 21.12.16)</i>	4	Taylor, S L Mrs	8
Duffy, L A Mrs	6	Tuplin, R G	6
Greenall, S	8	Tysoe, D M <i>(from 21.12.16)</i>	2
Harty, D <i>(to 19.10.16)</i>	1	West, R J <i>(from 27.7.16)</i>	6
Matthews, R E Mrs	6	White, J <i>(to 21.12.16)</i>	5

<b>OVERVIEW AND SCRUTINY PANEL (ECONOMY &amp; GROWTH)</b> <i>(met on 11 occasions)</i>			
Boddington, Mrs B E	10	Hyland, B	8
Butler, E R	6	Mead, D J	6
Dew, D B	10	Sanderson, T D <i>(from 27.7.16)</i>	5
Fuller, R <i>(to 21.12.16)</i>	6	Tavener, J Mrs <i>(from 21.12.16)</i>	4
Gardener, I D	9	Underwood, D R	8
George, L	8	Wainwright, K	5
Giles, D <i>(to 27.7.16)</i>	2	Watt, D	4

<b>OVERVIEW AND SCRUTINY PANEL (COMMUNITIES AND ENVIRONMENT)</b> <i>(met on 12 occasions)</i>			
Alban, T D	11	Harty, D <i>(until 14.3.17)</i>	3
Chapman, B S	6	Hayward, T	11
Criswell, S J <i>(from 21.12.16)</i>	3	Jordan, Mrs P A	8
Davies, J W	9	Kadeware, P	10
Dickinson, Mrs A <i>(to 21.12.16)</i>	7	Swain, L R	11
Donaldson, Mrs A	9	Tavener, J	9
Francis, M <i>(to 27.7.16)</i>	3		
Giles, D A <i>(from 27.7.16)</i>	5		

<b>SENIOR OFFICERS COMMITTEE</b> <i>(met on 1 occasion)</i>			
Bull, G J	1	Shellens, M F	1
Cawley, S	1	West, R J	1
Matthews, Mrs R	1		

NB: This schedule represents the attendance record of Members at District Council meetings. Members' responsibilities in terms of external organisations to which they are appointed by the District Council and duties within respective wards is not recorded. The Report of the Independent Panel (November 2002) estimated that, on average, non-executive Members spent 8.5 hours per week on Council duties.

This page is intentionally left blank