

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, 4TH APRIL 2018** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

**Contact
(01480)**

APOLOGIES

1. MINUTES (Pages 5 - 8)

To approve as a correct record the Minutes of the meeting held on 31st January 2018.

**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 9 - 12)

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 Stimpson
388007**

4. USE OF SPECIAL URGENCY PROVISIONS - VERBAL UPDATE

In accordance with Rule 16 (Special Urgency) of the Council's Access to Information Procedure Rules, the Chairman is to report that he had agreed to an item being considered as a matter of urgency at the Cabinet meeting on 1st March 2018.

**Cllr D Tysoe
388310**

5. ONE LEISURE VALUE FOR MONEY TASK AND FINISH GROUP VERBAL UPDATE

Members are to receive a verbal update on the work of the One Leisure Value For Money Task and Finish Group.

**Cllr R Carter
07986 325637**

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 the financial business affairs of any particular person (including the authority holding that information).

7. SHARED SERVICES' 2018/19 BUSINESS PLANS (Pages 13 - 88)

The Panel are to receive the Shared Services' 2018/19 Business Plans.

**O Morley
388103**

8. RE-ADMITTANCE OF PRESS AND PUBLIC

To resolve:

that the press and public be re-admitted to the meeting.

9. OVERVIEW AND SCRUTINY PROGRESS (Pages 89 - 94)

Members are to receive the work programmes for all Overview and Scrutiny Panels.

**A Green
388008**

Dated this 23rd day of March 2018



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 (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 OVERVIEW AND SCRUTINY PANEL (PERFORMANCE AND CUSTOMERS) held in Meeting Room 0.1a and 0.1b, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Wednesday, 31st January 2018.

PRESENT: Councillor D M Tysoe – Chairman.

Councillors Mrs B E Boddington, R C Carter, S Greenall, Mrs R E Mathews, J M Palmer, Mrs D C Reynolds and M F Shellens.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors K M Baker, R B Howe, P D Reeve and Mrs S L Taylor.

IN ATTENDANCE: Councillors D Brown and J A Gray.

50. MINUTES

The Minutes of the meeting held on 10th January 2018 was approved as a correct record and signed by the Chairman.

(At 7.00pm, during the consideration of this item, Councillor S Greenall entered the meeting.)

51. MEMBERS' INTERESTS

No declarations of interest were received.

52. NOTICE OF KEY EXECUTIVE DECISIONS

The Panel received and noted the current Notice of Key Executive Decisions (a copy of which has been appended in the Minute Book) which has been prepared by the Executive Leader for the period 1st February 2018 to 31st May 2018.

53. FINAL REVENUE BUDGET 2018/19 AND MEDIUM TERM FINANCIAL STRATEGY 2019/20 TO 2022/23

With the aid of a report by the Head of Resources (a copy of which has been appended in the Minute Book) the Final Revenue Budget 2018/19 and the Medium Term Financial Strategy 2019/20 to 2022/23 was presented to the Panel. The Executive Councillor for Strategic Resources updated Members on the developments and changes to the budget since it was last presented to the Panel.

Members were informed that Cabinet has endorsed the proposal to increase Council Tax by 2%. In addition, the income from a closed churchyard levy and bus departure levy has been taken out of the budget for 2018/19. The Executive Councillor explained that the Council would require to develop a policy for the maintenance of the closed churchyards. Regarding the bus departure levy, the Cabinet decided that the Council would have to discuss the proposal with the

bus companies before deciding to implement it.

The Executive Councillor explained that the budget now outlines the income of the Commercial Investment Strategy (CIS) and the cost of the strategy. Members were informed of shortfall in income if the Council did not have CIS.

The Head of Resources informed the Panel of the 4 year efficiency plan and, as the Section 151 Officer, stated that the budget is sound.

In response to a question on the removal of the Closed Churchyard Levy, Members were informed that the Council intends to consult with affected Parishes before including the levy in the 2019/20 budget.

Following a question, the Panel were informed that the Council has committed to maintain a reserve at 15%.

A Member expressed concern that as the Council moves into a commercial area, incomes can become less secure.

In response to a concern expressed regarding the level of general reserves, the Executive Councillor explained that the CIS generates an income however, the Council are a little way off where the Executive Councillor would like to be.

When asked about the funding allocated to the 'to be acquired' section, it was explained that the Council intends to make further commercial investments and that the delivery of CIS will be sporadic.

A Member stated that they were concerned about the discussion of transfer of duties as this isn't matched with transfer of funds.

54. INTEGRATED PERFORMANCE REPORT 2017/18 - QUARTER 3

With the aid of a report by the Corporate Team Manager and the Finance Manager (a copy of which has been appended in the Minute Book) the Integrated Performance Report 2017/18 – Quarter 3 was presented to the Panel.

The Panel was informed that performance in several areas has improved in quarter three however, as the performance of those areas were not good in quarters one and two, the end of year rating is likely to remain red.

It was confirmed that the number of missed bins per 1000 households includes those bins missed as a result of refuse vehicles being unable to traverse down streets, and collect the bin, due to poorly parked vehicles. The Panel was informed that this indicator has seen an improvement this quarter. A Member added that the poor performance is partly due to the waste round reconfiguration.

In response to a concern expressed, the Panel was assured that homelessness is a pressing concern for the Council.

The Head of Resources informed Members that the Council is still forecasting an overspend however this has decreased by £100k this quarter. In addition the Panel was informed that the lease for One

Leisure St Neots has been signed. Members expressed their 'delight' at the signing of the lease.

Regarding the Bridge Place Car Park project, a Member stated that if the project progresses it would be positive however, added that it can be difficult when dealing with common rights issues.

55. TREASURY MANAGEMENT STRATEGY 2018/19

With the aid of a report by the Head of Resources (a copy of which has been appended in the Minute Book) the Treasury Management Strategy 2018/19 was presented to the Panel.

The Head of Resources stated that developing a Treasury Management Strategy is a responsibility of the Council. The report on the Strategy has changed very little since last year, although this year's report does reflect the current economic cycle.

The Panel was informed of the changes to the report and the Minimum Revenue Provision Policy was explained.

56. CORPORATE RISK REGISTER

With the aid of a report by the Internal Audit and Risk Manager (a copy of which has been appended in the Minute Book) the Corporate Risk Register was presented to the Panel.

The Panel were informed that there were 10 corporate risks recorded on the risk register as of 15th January 2018 and that three exceeded the agreed risk appetite.

In response to a question about the completion of safeguarding training, the Panel was informed that the training is planned to be completed by the end of June 2018.

Some concern was expressed regarding the Commercial Investment Strategy and the potential for the Government to legislate in this area and curtail the Council's ability to purchase commercial investments outside the District. The Panel was reassured that, in that eventuality, the Council is able to refocus and look for investment opportunities within the District. The Executive Councillor reminded Members that underpinning the CIS is a document that states that the Council should also invest in commercial properties outside of the District.

A Member expressed concern that the implementation of the General Data Protection Regulations was not listed as a corporate risk within the report.

57. EXCLUSION OF PRESS AND PUBLIC

RESOLVED

That the press and public be excluded from the meeting because the business to be transacted contains information relating to the financial or business affairs of any particular person (including the authority holding that information).

58. COMMERCIALISATION - BUSINESS CASE

Consideration was given to a report by the Head of Community regarding the Commercialisation Business Case.

The Panel was informed of the business case, the details of the contract and the finances of the commercialisation project. In addition, Members were given information on the procurement process involved and the preferred bidder.

Members expressed that they had concerns regarding the project, which were forwarded on to the Cabinet for their consideration. One concern was that the business case was 'incomplete' with key financial figures missing. They recommended that the report and business case is amended before it is approved by Cabinet.

(At 8.27pm, during the consideration of this item, Councillor J A Gray left the meeting and did not return.)

(At 8.44pm, during the consideration of this item, Councillor Mrs B E Boddington left the meeting and did not return.)

(At 8.44pm, during the consideration of this item, Councillor Mrs D C Reynolds left the meeting.)

(At 8.46pm, during the consideration of this item, Councillor Mrs D C Reynolds returned to the meeting.)

59. RE-ADMITTANCE OF PRESS AND PUBLIC

RESOLVED

That the press and public be re-admitted to the meeting.

60. OVERVIEW AND SCRUTINY PROGRESS

With the aid of a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book), the Panel reviewed all Panel's work programmes since the last meeting.

Councillor R C Carter gave Members a brief update on the work of the One Leisure Value For Money Task and Finish Group and stated that the final report will be present to Members at the Panel meeting in March 2018.

(At 9.28pm, during the consideration of this item, Councillor D Brown left the meeting and did not return.)

Chairman

NOTICE OF EXECUTIVE KEY DECISIONS INCLUDING THOSE TO BE CONSIDERED IN PRIVATE

Prepared by Councillor G J Bull, Executive Leader of the Council
Date of Publication: 21st March 2018
For Period: 1st April 2018 to 31st July 2018

Membership of the Cabinet is as follows:-

Councillor G J Bull	Executive Leader of the Council	Councillor R Fuller	Deputy Executive Leader and Executive Councillor for Housing and Planning
Councillor D Brown	Executive Councillor for Commercial and Shared Services	Councillor J A Gray	Executive Councillor for Strategic Resources
Councillor S Cawley	Executive Councillor for Transformation and Customers	Councillor J White	Executive Councillor for Operations
Councillor Mrs A Dickinson	Executive Councillor for Community Resilience, Well-Being, and Regulatory Services		

Notice is hereby given of:

- Key decisions that will be taken by the Cabinet (or other decision maker)
- Confidential or exempt executive decisions that will be taken in a meeting from which the public will be excluded (for whole or part).

A notice/agenda together with reports and supporting documents for each meeting will be published at least five working days before the date of the meeting. In order to enquire about the availability of documents and subject to any restrictions on their disclosure, copies may be requested by contacting the Democratic Services Team on 01480 388169 or E-mail Democratic.Services@huntingdonshire.gov.uk.

Agendas may be accessed electronically at www.huntingdonshire.gov.uk.

Formal notice is hereby given under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that, where indicated part of the meetings listed in this notice will be held in private because the agenda and reports for the meeting will contain confidential or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. See the relevant paragraphs below.

Any person who wishes to make representations to the decision maker about a decision which is to be made or wishes to object to an item being considered in private may do so by emailing Democratic.Services@huntingdonshire.gov.uk or by contacting the Democratic Services Team. If representations are received at least eight working days before the date of the meeting, they will be published with the agenda together with a statement of the District Council's response. Any representations received after this time will be verbally reported and considered at the meeting.

Paragraphs of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) (Reason for the report to be considered in private)

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the Financial and Business Affairs of any particular person (including the Authority holding that information)
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations that are arising between the Authority or a Minister of the Crown and employees of or office holders under the Authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
6. Information which reveals that the Authority proposes:-
 - (a) To give under any announcement a notice under or by virtue of which requirements are imposed on a person; or
 - (b) To make an Order or Direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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

- Notes:- (i) Additions changes from the previous Forward Plan are annotated ***
 (ii) Part II confidential items which will be considered in private are annotated ## and shown in italic.

10	Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private.	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
	Shared Service 2018/19 Business Plans***##	Cabinet	19 Apr 2018		Oliver Morley Tel No. 01480 388103 or email: oliver.morley@huntingdonshire.gov.uk	Paragraph 3	D Brown	Performance and Customers
	Car Parking Strategy Task and Finish Group Update***	Cabinet	21 Jun 2018		Neil Sloper, Head of Operations Tel No. 01480 388635 or email: neil.sloper@huntingdonshire.gov.uk		J White	Economy and Growth
	Community Resilience Plan***	Cabinet	21 Jun 2018		Chris Stopford, Head of Community Tel No. 01480 388280 or email: chris.stopford@huntingdonshire.gov.uk		Mrs A Dickinson	Communities and Environment
	Hinchingsbrooke Country Park Long Term Business Plan***##	Cabinet	21 Jun 2018		Neil Sloper, Head of Operations Tel No. 01480 388635 or email: neil.sloper@huntingdonshire.gov.uk	Paragraph 3	J White	Communities and Environment

Subject/Matter for Decision	Decision/recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Paxton Pits Long Term Business Plan***##	Cabinet	21 Jun 2018		Neil Sloper, Head of Operations Tel No. 01480 388635 or email: neil.sloper@huntingdonshire.gov.uk	Paragraph 3	J White	Communities and Environment
Godmanchester Nursery Update***##	Cabinet	21 Jun 2018		Neil Sloper, Head of Operations Tel No. 01480 388635 or email: neil.sloper@huntingdonshire.gov.uk	Paragraph 3	J White	Communities and Environment
Business Case for Document Centre Commercialisation##	Cabinet	21 Jun 2018		Chris Stopford, Head of Community Tel No. 01480 388280 or email: chris.stopford@huntingdonshire.gov.uk	Paragraph 3	D Brown	Performance and Customers
Commercial Investment Strategy: Business Plan Phase 1***	Cabinet	19 Jul 2018		Clive Mason, Head of Resources Tel No. 01480 388157 or email: clive.mason@huntingdonshire.gov.uk		J A Gray	Performance and Customers
Asset Disposals (Part 1)***##	Cabinet	19 Jul 2018		Clive Mason, Head of Resources Tel No 01480 388157 or email clive.mason@huntingdonshire.gov.uk	Paragraph 3	J A Gray	Performance and Customers
Site Disposal B***##	Cabinet	19 Jul 2018		Colin Luscombe, Estates Strategic Assessment Tel No. 01480 388728 or email: colin.luscombe@huntingdonshire.gov.uk	Paragraph 3	J A Gray	Performance and Customers

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Agenda Item 7

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Panel	Study	Date	Status	Action	Date for Future Action	
69	Performance & Customers	Forward Programme				
		April 2018	Use of Special Urgency Provisions – Verbal Update	Councillor D M Tysoe	04/04/18	
	June 2018	Shared Service 2018/19 Business Plans (Exempt Item)	O Morley – Corporate Director (Services)	"		
		Integrated Performance Report 2017/18 Quarter 4	D Buckridge – Policy, Performance and Transformation Manager	06/06/18		
		Social Value In Procurement	N Arkle – Procurement Manager	"		
	July 2018	Commercialisation – Business Case 2 (Exempt Item)	C Stopford – Head of Community	"		
		Twelve Month Review of Bearscroft Farm Local Lettings Plan	J Collen – Housing Needs and Resource Manager	04/07/18		
		Commercial Investment Strategy Business Plan Phase 1	C Mason – Head of Resources	"		
		Assets Disposals – Part 1 (Exempt Item)	C Luscombe – Estates Strategic Assessment Officer	"		
Site Disposal B (Exempt Item)	C Luscombe – Estates Strategic Assessment Officer	"				

Panel	Study	Date	Status	Action	Date for Future Action
Performance & Customers	One Leisure Value For Money	05/07/17	The Panel agreed to create the Task and Finish Group. The following are Members of the Group: Councillors R C Carter, D B Dew, Mrs L A Duffy, M Francis, Mrs D C Reynolds and R J West.	A second meeting was held in November. The Group has decided to question previous Portfolio Holders. Also a substantial amount of evidence has been presented to the Group for review and their findings will be presented to the Panel.	04/04/18
		12/09/17	The first meeting of the Task and Finish Group was held.		
Communities & Environment	Forward Programme June 2018		Below are a list of reports to be presented at future Panel meetings:		
			Community Resilience Plan	C Stopford – Head of Community	05/06/18
			Huntingdonshire Community Safety Partnership Annual Update	C Stopford – Head of Community	"
			Tree Strategy Working Group Report	Tree Strategy Working Group	"
			Hinchingbrooke County Park Long Term Business Plan (Exempt Item)	N Sloper – Head of Operations	"
			Paxton Pits Long Term Business Plan (Exempt Item)	N Sloper – Head of Operations	"
	Godmanchester Nursery Update (Exempt Item)	N Sloper – Head of Operations	"		

Panel	Study	Date	Status	Action	Date for Future Action
Communities & Environment 19	Future of Hinchingsbrooke Country Park, Paxton Pits, Godmanchester Nursery and Public Rights of Way	01/11/16	The Panel received an exempt report on the contractual arrangements and potential improvement programme of Hinchingsbrooke Country Park. The Cabinet received the same report but including the Panel's comments at its meeting in November 2016.	The Cabinet made a decision on the report. The decision remains confidential whilst negotiations are taking place.	
		07/03/17	Cambridgeshire County Council's Highways Maintenance Manager, Mr Jonathan Clarke, was in attendance to update Members on the maintenance of Huntingdonshire's Public Rights of Way.	A report on Hinchingsbrooke Country Park is expected at the Panel meeting in June 2018.	05/06/18
				A report on Paxton Pits is expected at the Panel meeting in June 2018.	05/06/18
				A report on Godmanchester Nursery is expected at the Panel meeting in June 2018.	05/06/18
Communities & Environment	Community Resilience Plan including relationships with Parish and Town Councils and the County Council	04/07/17	The Executive Councillor for Community Resilience and Well-Being gave Members an update on the Community Resilience Plan and encouraging Members to become ambassadors for the Council.	A Community Resilience Plan will be presented to the Panel.	05/06/18
Communities & Environment	Reports Due and Regular Items				

Panel	Study	Date	Status	Action	Date for Future Action
	Representatives on External Organisations	Annual	Selected Members represent the Council on various External Organisations. The Panel received updates at its meetings in November 2016 and March 2017.	Next report is due at the Panel meeting in December 2018.	04/12/18
	Huntingdonshire Community Safety Partnership	04/10/16	Annual review of the work of the Partnership. The 2016/17 report is scheduled to be presented to the Panel in June 2018.	A six month update report is due at a future meeting of the Panel.	05/06/18
	Air Quality in Huntingdonshire	05/09/17	The Panel received a presentation from the Senior Public Health Manager – Environment and Planning at Cambridgeshire County Council on Air Quality in Huntingdonshire.	The Panel resolved to revisit the issue at a future Panel meeting.	To be decided

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Economy & Growth	Forward Programme		Below are a list of reports to be presented at future Panel meetings:		
	June 2018		Car Parking Strategy Task and Finish Group – Strategy	N Sloper – Head of Operations	07/06/18
			Huntingdonshire Economic Growth Plan 2013 – 2023	S Bedlow – Economic Development Manager	"
			Combined Authority Update	Executive Leader	"
	July 2018		Great Fen Project	K Carver (External)	05/07/18

Panel	Study	Date	Status	Action	Date for Future Action
Economy & Growth 03	Strategic Review of Car Parking	03/11/16	Following Cabinet's agreement to set up a Strategic Task and Finish Group, the Panel discussed the Strategic Review of Car Parking. The Panel appointed Councillors D B Dew, R Fuller, I D Gardener and T D Sanderson to the group.	It was agreed that the Task and Finish Group will not be led by Overview and Scrutiny; however the Panel will be responsible for the scrutiny of the Task and Finish Group's work. To date the Group have held four meetings to finalise the Car Parking Vision. Work on the Strategy is progressing. The Group has held two meetings (October and November) since the Vision was presented to Members. The strategy is due to be presented to the Panel in June.	07/06/18
		06/04/17	A project overview and scoping document was presented to the Overview and Scrutiny Panel.		
		05/10/17	The Car Parking Vision was presented to Overview and Scrutiny and then to Cabinet on 12th October when it was approved.		
Economy & Growth	Local Plan To 2036	06/10/16	Members agreed to keep the Local Plan to 2036 on the work programme. A task and finish group has not be established however the Panel have agreed that the Chairman should become the Panel expert on the topic.		
		12/12/17	The Panel received and discussed the Huntingdonshire Local Plan to 2036.		

Panel	Study	Date	Status	Action	Date for Future Action
Economy & Growth	Combined Authority	06/10/16	Members agreed to keep Devolution on the work programme however before appointing a Panel expert, Members would like to invite the relevant Executive Councillor responsible to a future Panel meeting to update the Panel on what work has been done so far.	The Panel are to receive a six month update on the work of the Combined Authority.	07/06/18
		02/11/17	The Panel are to receive an update on the work of the Combined Authority from Councillors R B Howe and T Hayward.		
Economy & Growth	Reports Due and Regular Items	Annual	Below are a list of reports to be presented at future Panel meetings:	Next report is due at the Panel meeting in December 2017.	06/12/18
	Representatives on External Organisations		Selected Members represent the Council on various External Organisations. The Panel received updates at its meetings in November 2016 and February 2017.		
	Marketing Strategy Work Programme		The Panel have requested annual updates on the work programme.		