

A meeting of the **OVERVIEW AND SCRUTINY PANEL (COMMUNITIES AND ENVIRONMENT)** will be held in **MEETING ROOM 0.1A AND 0.1B, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON, PE29 3TN** on **TUESDAY, 6TH FEBRUARY 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 9th 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.

**B Buddle
388007**

4. CITIZENS ADVICE RURAL CAMBS PRESENTATION

The Panel are to receive a presentation on the work of Citizens Advice Rural Cambs.

**C Stopford
388280**

5. CAMBRIDGESHIRE HOME IMPROVEMENT AGENCY FUNDING

The Panel will receive an update on the questions that were sent to Cambridgeshire County Council.

**A Green
388008**

6. OVERVIEW AND SCRUTINY PROGRESS (Pages 13 - 18)

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

**A Green
388008**

There will also be an update from Councillor Mrs J Tavener on the work of the Tree Working Group.

Dated this 29th day of January 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.

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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (COMMUNITIES AND ENVIRONMENT) held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Tuesday, 9th January 2018.

PRESENT: Councillor T D Alban – Chairman.
Councillors P L E Bucknell, S J Criswell,
J W Davies, Mrs A Donaldson,
Mrs P A Jordan, P Kadewere and L R Swain.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors B S Chapman, D A Giles, Mrs J Tavener and D Watt.

IN ATTENDANCE: Councillor Mrs A Dickinson.

58. MINUTES

The Minutes of the meeting held on 5th December 2017 were approved as a correct record and signed by the Chairman.

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

59. MEMBERS' INTERESTS

Councillor T D Alban declared a disclosable pecuniary interest, in relation to Minute Number 61, as an employee of a company that engages in commercial activities with the Cambridgeshire and Peterborough Clinical Commissioning Group.

Councillor S Criswell declared a non-pecuniary interest, in relation to Minute Number 61, in respect to his role as a Cambridgeshire County Councillor.

60. NOTICE OF KEY EXECUTIVE DECISIONS

The Panel received and noted the current Notice of Key Executive Decisions (a copy of which is appended in the Minute Book) which has been prepared by the Executive Leader for the period 1st January 2018 to 30th April 2018.

61. CAMBRIDGESHIRE HOME IMPROVEMENT AGENCY FUNDING

Mr Oliver Hayward of Cambridgeshire County Council (CCC) and Ms Cath Mitchell of Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) was in attendance to answer the Panel's questions on their respective organisations funding arrangements for the Cambridgeshire Home Improvement Agency (CHIA).

Mr Hayward informed Members that CCC have funding agreements with the CHIA however there will be a reduction from 2018/19. Mr Hayward could not provide the cost or percentage of the reduction however he did state that a written response would be provided.

Ms Mitchell stated that the CCG had reduced CHIA funding by 60% and this equated to £36,400. The CCG has made the decision that, as of 2018/19, it is unable to fund the CHIA and that the Disabled Facility Grant Group and the District Councils were made aware of the decision in 2015/16. The CCG had reviewed the areas that it funds and the decision to stop funding for CHIA is because the CCG has no statutory obligation to fund the CHIA.

When asked was the impact upon CHIA and residents considered by the CCC and CCG before reducing funding, Members were informed that both the CCC and CCG had reviewed the core funding and, in the case of CCC, is reviewing opportunities to fund intervention at an earlier stage than CHIA would intervene.

A Member expressed their concern at the impact the decision to remove funding could have upon the mainstream health service. In addition, they questioned why the CCC and CCG decided to reduce funding at a time when the population of the area is growing and therefore there would be more demand on CHIA services. Mr Hayward stated that the CCC is using the funding, which would have gone to the CHIA, to fund two new posts which aim to source suitable homes. It was explained that it could be more beneficial that a suitable home is found as opposed to making an adaptation. In response, a Member replied that they are concerned that there are not enough suitable properties to realise CCC's plans.

The Panel was reminded that, in 2017, CCC voted for a 2% increase in Council Tax which was ring fenced for social care. Mr Hayward informed Members that the funding is still ring fenced for social care however CCC's central government funding for social care was reduced by a greater amount. As such, CCC has concentrated funding on reablement and domiciliary care.

In response to the question, does the CCC and CCG believe the CHIA remains viable after they have reduced their funding, the Panel was informed that both organisations believe it does remain viable so long as the CHIA increases its fees.

Ms Mitchell stated that the CCG is willing to discuss a collective funding arrangement as part of the Better Care Fund. At December's meeting of the Panel, Members had heard how the CHIA were making efficiency savings but will urge Officers to discuss collective funding arrangements with the Better Care Fund Partners.

Following the question, has the CCC and CCG looked forward to funding the CHIA beyond 2020/21, the Panel was informed that the CCG took the decision that it couldn't fund the CHIA from 2018/19 and that there is no provision to fund beyond then. Mr Hayward confirmed that the CCC agreement is for current financial year however, there is no agreement in place for funding beyond 2018/19.

After questioning Mr Hayward and Ms Mitchell, the Panel came to

following conclusions: Members recognise the offer from the CCG to work together with the Better Care Fund Partners and the willingness of Mr Hayward to provide written answers to questions he had little knowledge of. The Panel agreed to forward further questions onto Mr Hayward.

Members recommend that the Panel receives a presentation on adult social care in the next Municipal Year. The decision to receive the presentation will lie with the Members of Panel after Annual Council in May 2018.

62. CITIZEN'S ADVICE BUREAU

Due to the personal circumstances of Rural Cambs Citizens Advice Bureau Chief Executive Officer, Dr Batul Dungarwalla, this item has been deferred to the Panel meeting on 6th February 2018.

63. CORPORATE ENFORCEMENT POLICY

With the aid of a report by the Head of Community (a copy of which is appended in the Minute Book), the Corporate Enforcement Policy was presented to the Panel.

Members were given a brief introduction to the report and were informed that the Policy will outline a number of regulations that individuals and business are required to adhere to and states the sanctions if they are breached.

Following the introduction of the report, the Panel stated that they welcomed the approach of working across services. A Member added that they would like the Policy to specifically mention fly posting, unauthorised A Boards and Estate Agent signs. In response, Members were informed that the offences mentioned could be included as part of environment crime, although the Council has to balance what offences are a priority.

In response to a question regarding the handling of a fly tipping report by the Call Centre, the Panel was informed that the report would be forwarded to two departments, one to enforce and the other to clear up. The matrix within the Policy defines which department is responsible to respond.

Following a question on how the Council would enforce the Policy, the Panel was informed that ensuring that it is enforced consistently is important. The Policy has to be concise and understandable to residents and businesses. It also needs to be an effective deterrent. Members were informed that public reporting is crucial to the success of the Policy and publicising the Council's successful enforcement is important for public confidence in the Policy and the Council.

In response to a question about collaboration with other local authorities, in regards to persistence offenders, the Panel was informed that where possible the Council does share information with other local authorities however it is not a systemic as it could be.

Following a question regarding abandoned vehicles it was clarified that a report of an abandoned vehicle would be responded to within

three days but it wouldn't necessarily be removed.

The Panel commended the Policy and stated that the Policy is what is expected but urged that the Policy specifically states the offences of fly posting, unauthorised A Boards and Estate Agent signs.

64. HUNTINGDONSHIRE LIVING WELL AREA PARTNERSHIP

With the aid of a report by the Head of Leisure and Health (a copy of which is appended in the Minute Book), Huntingdonshire Living Well Area Partnership was presented to the Panel.

The Panel was informed that the work of Huntingdonshire Health and Well-being Partnership and the Huntingdonshire and Fenland Area Executive Partnership are similar and as a result of a desire not to duplicate work, a Task and Finish Group was set up to review the existing arrangements. As a result, of the work carried out, the Group decided that both should merge into the Huntingdonshire Living Well Area Partnership, which will cover the remits of both previous Partnerships.

In response to a question, in regards to the exercise referral scheme, Members were informed that the scheme is funded through Public Health funding. Public Health has subsequently withdrawn the funding and the Council will now fund the scheme but will charge fees.

Following a question as to whether the move is positive, the Panel was informed that from a Council perspective it is the right move to make. There will be representatives from all the relevant organisations on the Partnership.

Members were informed that the Council's representative will be the Head of Leisure and Health and the Chairmanship would be held by the Cambridgeshire and Peterborough Clinical Commissioning Group. Also, the Officer representatives meet together and understand the health environment. In addition the Council have agreed to provide administrative support to the Partnership.

65. 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 Panels' work programmes since the last meeting.

Members were updated on the amendments to the work programme: the Twelve Month Review of Bearscroft Farm Local Lettings Plan was incorrectly allocated to the Panel's work programme and has therefore been moved to the work programme of the Overview and Scrutiny Panel (Performance and Customers); in addition the Community Resilience Plan will not be presented to the February meeting of the Panel.

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: 10 January 2018
For Period: 1 February 2018 to 31 May 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
Revenue Budget 2018/19 and Medium Term Financial Strategy 2019/20 to 2022/23	Cabinet	8 Feb 2018		Clive Mason, Head of Resources Tel No. 01480 388157 or email: clive.mason@huntingdonshire.gov.uk		J A Gray	Performance and Customers
Treasury Management Strategy 2018/19	Cabinet	8 Feb 2018		Clive Mason, Head of Resources Tel No. 01480 388157 or email: clive.mason@huntingdonshire.gov.uk		J A Gray	Performance and Customers
Business Case for CCTV Commercialisation##	Cabinet	8 Feb 2018		Chris Stopford, Head of Community Tel No. 01480 388280 or email: chris.stopford@huntingdonshire.gov.uk		D Brown	Performance and Customers
Memoranda of Understanding with the Local Enterprise Partnership	Cabinet	8 Feb 2018		Andy Moffat, Head of Development Tel No. 01480 388400 or email: andy.moffat@huntingdonshire.gov.uk		G Bull	Economy and Growth

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
Corporate Enforcement Policy	Cabinet	8 Feb 2018		Chris Stopford, Head of Community Tel No. 01480 388280 or email: chris.stopford@huntingdonshire.gov.uk		A Dickinson	Communities and Environment
Lettings Policy Review***	Cabinet	22 Mar 2018		Jon Collen, Housing Needs and Resources Manager Tel No. 01480 388220 or email: jon.collen@huntingdonshire.gov.uk		R Fuller	Performance and Customers
Business Case for Document Centre Commercialisation##	Cabinet	22 Mar 2018		Chris Stopford, Head of Community Tel No. 01480 388280 or email: chris.stopford@huntingdonshire.gov.uk		D Brown	Performance and Customers
Endorsement of the Huntingdonshire Local Plan to 2036 →	Cabinet	22 Mar 2018		Clara Kerr, Planning Services Manager Tel No. 01480 388430 or email: clara.kerr@huntingdonshire.gov.uk		R Fuller	Economy and Growth
Community Infrastructure Levy - Update on spend ***	Cabinet	22 Mar 2018		Clara Kerr, Planning Services Manager Tel No. 01480 388430 or email: clara.kerr@huntingdonshire.gov.uk		R Fuller	Economy and Growth

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Panel	Study	Date	Status	Action	Date for Future Action
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Communities & Environment	Forward Programme		Below are a list of reports to be presented at future Panel meetings:		
	February 2018		Citizens Advice Bureau – Presentation	Citizens Advice Bureau (External)	06/02/18
	March 2018		Luminus/Places For People Presentation	Luminus/Places for People (External)	06/03/18
			Final report of the Tree Group	Tree Group (Cllrs Alban, Chapman, Davies and Tavener)	"
	April 2018		Hinchingbrooke County Park	N Sloper – Head of Operations	03/04/18
		Paxton Pits	N Sloper – Head of Operations	"	

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Communities & Environment	Future of Hinchingbrooke 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 Hinchingbrooke 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 Hinchingbrooke Country Park is expected at the Panel meeting in April 2018. A report on Paxton Pits is expected at the Panel meeting in April 2018.	03/04/18 03/04/18
				A report on Godmanchester Nursery is expected at the Panel meeting in June 2018.	June 2018

Agenda Item 6

Panel	Study	Date	Status	Action	Date for Future Action
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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.	The Portfolio Holder has agreed to attend the Panel meeting in January to update Members on the work carried out.	To be decided.
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Communities & Environment 4	Reports Due and Regular Items				
	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
	Corporate Enforcement Policy	09/01/18	The Panel considered a discussion paper at the meeting in January.	The Policy is not due to come back to the Panel. It will be presented to Cabinet in February.	Complete
	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

Panel	Study	Date	Status	Action	Date for Future Action	
15	Economy & Growth	Forward Programme	Below are a list of reports to be presented at future Panel meetings:			
			February 2018	Neighbouring Local Plans – Verbal Update	C Kerr – Planning Service Manager (Policy)	01/02/18
			March 2018	Endorsement of the Huntingdonshire Local Plan to 2036	C Kerr – Planning Service Manager (Policy)	08/03/18
				Community Infrastructure Levy – Update on spend	C Kerr – Planning Service Manager (Policy)	"
				Local Plan Update and Infrastructure Planning	C Kerr – Planning Service Manager (Policy)	"
			Huntingdonshire Economic Growth Plan 2013 – 2023	S Bedlow – Economic Development Manager	"	
Economy & Growth	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.			
		06/04/17	A project overview and scoping document was presented to the Overview and Scrutiny Panel.	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		

Panel	Study	Date	Status	Action	Date for Future Action
		05/10/17	The Car Parking Vision was presented to Overview and Scrutiny and then to Cabinet on 12th October when it was approved.	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
Economy & Growth 16	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.	The Panel is to receive a Local Plan prior to its endorsement by Council.	08/03/18
Economy & Growth	Devolution	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.		
		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.	The Panel are to receive an six month update on the work of the Combined Authority.	07/06/18

Panel	Study	Date	Status	Action	Date for Future Action
Economy & Growth	Reports Due and Regular Items		Below are a list of reports to be presented at future Panel meetings:		
17	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 February 2017.	Next report is due at the Panel meeting in December 2017.	06/12/18
	Marketing Strategy Work Programme	Annual	The Panel have requested annual updates on the work programme.	Report was presented in July 2017 and the next one is due at the Panel meeting in July 2018.	06/12/18
Performance & Customers	Forward Programme				
	January (31st) 2018		Final Revenue Budget 2018/19 and Medium Term Financial Strategy 2019/20 to 2022/23	C Mason – Head of Resources	31/01/18
			Integrated Performance Report 17/18 – Quarter 3	D Buckridge – Policy, Performance and Transformation Manager (Scrutiny)	"
			Treasury Management Strategy 2018/19	A Forth – Finance Manager	"
			Corporate Risk Register	D Harwood – Audit and Risk Manager	"

Panel	Study	Date	Status	Action	Date for Future Action
	March 2018		<p>CCTV Commercialisation Business Case (Exempt Item)</p> <p>Lettings Policy Review</p> <p>Twelve Month Review of Bearscroft Farm Local Lettings Plan</p> <p>Document Centre Commercialisation Business Case (Exempt Item)</p>	<p>C Stopford – Head of Community</p> <p>J Collen – Housing Needs and Resource Manager</p> <p>J Collen – Housing Needs and Resource Manager</p> <p>C Stopford – Head of Community</p>	<p>"</p> <p>07/03/18</p> <p>"</p> <p>"</p>
<p>Performance → & Customers</p>	<p>One Leisure Value For Money</p>	<p>05/07/17</p> <p>12/09/17</p>	<p>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.</p> <p>The first meeting of the Task and Finish Group was held.</p>	<p>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 in their final report.</p>	<p>07/03/18</p>