

A meeting of **HUNTINGDONSHIRE DISTRICT COUNCIL** will be held in the **CIVIC SUITE, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **WEDNESDAY, 23 MAY 2018** 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 Revenend David Busk, Parish Church of St Mary the Virgin Godmanchester 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 - 10)

To approve as a correct record the Minutes of the Extraordinary Meeting held on 26th March 2018.

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 ELECTIONS: 3 MAY 2018 (Pages 11 - 14)

To receive a report by the Returning Officer on the persons elected to the Office of District Councillor on 3rd May 2018.

6. ELECTION OF EXECUTIVE LEADER OF THE COUNCIL

To elect the Executive Leader of the Council.

(NB: The Executive Leader is elected by the Council from among its membership for a four year term or until the Member's term of office comes to an end as a Councillor, he/she resigns from office or he/she is removed from office by the Council).

7. APPOINTMENT OF CABINET AND DEPUTY EXECUTIVE LEADER

The Executive Leader to announce the names of –

- (a) a maximum of nine Councillors who shall be Members of the Cabinet;
and
- (b) a Deputy Executive Leader who shall be a Member of the Cabinet.

(NB: The Deputy Executive Leader is appointed by the Executive Leader until the end of the term of office of the Executive Leader, he/she resigns from the office or he/she is removed from office by the Executive Leader).

8. REPRESENTATION OF POLITICAL GROUPS ON DISTRICT COUNCIL COMMITTEES, ETC (Pages 15 - 20)

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.

9. OVERVIEW AND SCRUTINY PANELS

To appoint to:

- | | |
|---|-------------|
| Overview and Scrutiny Panel
(Performance and Growth) | 12 Members. |
| Overview and Scrutiny Panel
(Customers and Partnerships) | 12 Members. |

10. COMMITTEES

To appoint to:

- | | |
|-------------------------------------|--|
| Development Management
Committee | 16 Members
(to include 1 Member of the
Cabinet). |
| Corporate Governance
Committee | 12 Members. |
| Licensing Committee | 12 Members
(to include 1 Member of the
Cabinet). |
| Licensing & Protection Committee | 12 Members
(to include 1 Member of the
Cabinet). |
| Employment Committee | 8 Members
(to include 1 Member of the
Cabinet). |

Senior Officers Committee 5 Members
(4 Members of the Council and the relevant Executive Councillor in relation to the post to be filled).

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 procedure]).

11. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY - MEMBERSHIP AND OTHER APPOINTMENTS (Pages 21 - 28)

To consider a report detailing appointments to the Cambridgeshire and Peterborough Combined Authority for the 2018/19 Municipal Year.

12. SPECIAL COUNCIL MEETING : 27 JUNE 2018

To note that an Extraordinary Meeting of the Council will be held on Wednesday 27th June 2018 at 7pm in the Civic Suite, Pathfinder House.

FOR INFORMATION (Pages 29 - 34)

Details of allowances paid to Members and Council, Panel and Committee attendance records for 2017/18 are reproduced as annexes to the Agenda.

Dated this 15th day of May 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.

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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.

www.huntingdonshire.gov.uk (under Councils and Democracy).

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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the COUNCIL held in Civic Suite, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Monday, 26 March 2018.

PRESENT: Councillor R J West – Chairman.

Councillors J D Ablewhite, C E Bober,
Mrs B E Boddington, G J Bull, E R Butler,
S Cawley, Mrs S Conboy, J E Corley,
S J Criswell, J W Davies, Mrs A Dickinson,
R Fuller, I D Gardener, L George, J A Gray,
S Greenall, T Hayward, R B Howe,
P Kadewere, D J Mead, J P Morris,
P D Reeve, Mrs D C Reynolds, M F Shellens,
L R Swain, R G Tuplin, D R Underwood,
K D Wainwright, D Watt and J E White.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors T D Alban, K M Baker, D Brown, P L E Bucknell, R C Carter, B S Chapman, D B Dew, Mrs L A Duffy, M Francis, D A Giles, Mrs S A Giles, B Hyland, Mrs P A Jordan, Mrs R E Mathews, J M Palmer, T D Sanderson, Mrs J Tavener and Mrs S L Taylor.

69. MINUTES

The Minutes of the meeting of the Council held on 21st February 2018 were approved as a correct record and signed by the Chairman. Councillor J P Morris raised a question in relation to the second paragraph of Minute No. 64 and whether the technical definition of empty homes being over two years was correct. The Managing Director undertook to check the definition and provide a response direct to Councillor Morris.

70. MEMBERS INTERESTS'

No declarations were received.

71. HOUGHTON AND WYTON NEIGHBOURHOOD PLAN 2018 TO 2036

Having regard to a report by the Planning Policy Team Leader (a copy of which is appended in the Minute Book) on the referendum of the Houghton and Wyton Neighbourhood Plan held on 1st March 2018, the Managing Director acquainted Members with the results of the referendum with 96% voting in favour of supporting the making of the Neighbourhood Plan and a 43.6% turnout for the referendum. As the result exceeded the 50% threshold, the Council was required to make the Neighbourhood Plan part of the statutory development plan for Huntingdonshire.

Councillor Mrs S J Conboy commented upon the success of the Neighbourhood Plan and the hard work undertaken by Houghton and Wyton to bring the Plan to this stage. Whereupon, the Council

RESOLVED

that the Houghton and Wyton Neighbourhood Plan as attached at Appendix 1 to the report now submitted be adopted with immediate effect to become part of the statutory development plan for Huntingdonshire.

72. HDC VENTURES - SHAREHOLDER BOARD

Councillor G J Bull reported that this item had been deferred for consideration by the Council in the new Municipal Year to allow consideration by the Overview and Scrutiny Panel and Cabinet.

73. OUTCOMES FROM COMMITTEES AND PANELS

A copy of the list of meetings held since the last meeting of the Council held on 21st February 2018 is appended in the Minute Book and Members were advised that any issues or questions could be raised in relation to these meetings.

74. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY - UPDATE

In conjunction with the decision summaries of the recent meetings of the Cambridgeshire and Peterborough Combined Authority, Councillor G J Bull referred Members to the updates of the Combined Authority detailing an update of their activities. (A copy of which is appended in the Minute Book).

Councillors T Hayward provided an update on the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee following his attendance at a meeting held earlier that day. Councillor Hayward informed Members that the Mayor and Chief Executive of the Combined Authority had been in attendance and highlighted their concern with the changes associated with the Portfolio Holders and lack of opportunity to grasp their brief. In response the Mayor intimated that, subject to approval, there would be three committees with three Members on each associated with skills, transport and housing.

Members noted that there was also discussion surrounding the proposed changes to the Local Enterprise Partnership (LEP) and the Combined Authority managing the affairs of the LEP. The issue that was highlighted was the inclusion of the other County Council Members that did not form part of the Combined Authority and these issues had yet to be resolved.

Councillor Hayward reported that there had been a change in lead Member on Housing to the Mayor of the Combined Authority and he also raised his concern in relation to the lack of appearance of South West Cambridgeshire in the Strategic Spatial Framework and Transport Delivery, whereupon he had been asked to draft a note for

the Mayor to clarify his concern.

Members also noted that there would be discussion on the provision of a loan facility for the East Cambridgeshire Strategic Community Land Trust Programme at the next meeting of the Combined Authority and the Overview and Scrutiny Committee questioned the background to this request.

In response to a question from Councillor Mrs S J Conboy on the Combined Authority budget and the volume of work, Councillor Hayward explained that they had a very full Agenda but still needed to catch up in certain areas. Councillor Bull confirmed that their Agenda had been fairly ambitious, but they had been working hard to deliver as swiftly as possible to produce results.

Reference was made to concerns raised by the Overview and Scrutiny Committee regarding the Mayors increasing expenses by Councillor P D Reeve, whereby Councillor Hayward explained that he had not had sight of this information.

In concluding Councillor Bull placed on record his gratitude to Councillor Hayward for his excellent work in his role as Vice-Chairman of the Overview and Scrutiny Committee and personally thanked him for the work that he had undertaken as a representative of the authority.

75. ELECTIONS - MAY 2018

In concluding, the Chairman conveyed his best wishes to those Members that were contesting seats in the forthcoming elections on 3rd May 2018.

The meeting ended at 7.25pm.

Chairman

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Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Local Elections – 3rd May 2018

Meeting/Date: Council – 23rd May 2018

Report by: Returning Officer

Ward(s) affected: All

Executive Summary:

The purpose of this report is to provide a summary of the results of the recent District Council elections held on 3 May 2018 held on the new ward boundaries for all 26 wards. These elections were also combined with all Town/Parish Council elections.

Recommendation:

that an acknowledgement be made to all staff who were engaged in taking the poll and/or counting the votes on 3rd and 4th May 2018 and thanks made to all concerned.

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to provide a summary of the results of the recent local elections held on 3rd May 2018. The elections were combined with all Town/Parish Council elections.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 In accordance with the Huntingdonshire (Electoral Changes) Order 2017, elections were held in 26 new wards of the District. The election was combined with all 71 Town/Parish Council elections across the District.

3. ANALYSIS

- 3.1 The District Council elections were combined with all Town/Parish Council elections and the results are summarised in Appendix A hereto.
- 3.2 Of the 89 Town/Parish areas, there were contests in 18 areas, which included five wards of Huntingdon, all four wards in St Ives and two of the wards in St Neots. In 28 parishes the number of nominations equalled the number of vacancies. In 43 parishes the number of nominations fell short of the number of vacancies and those Parish Councils now will be invited to co-opt to fill the remaining vacancies.

4. LIST OF APPENDICES INCLUDED

Appendix A – District Council Elections – 3rd May 2018

BACKGROUND PAPERS

Declaration of Results – 3 May 2018

CONTACT OFFICER

Lisa Jablonska, Elections and Democratic Services Manager
Tel No: (01480) 388004
Email: lisa.jablonska@huntingdonshire.gov.uk

DISTRICT COUNCIL ELECTIONS – 3RD MAY 2018

COUNCILLORS ELECTED TO SERVE UNTIL 2022

WARD	COUNCILLOR ELECTED	ELECTORATE	NO.OF BALLOT PAPERS ISSUED	% POLL
Alconbury	James Ernest WHITE	2906	1065	37%
Brampton	Patricia Ann JORDAN John Paul MORRIS	4994	1930	39%
Buckden	Hamish Vaughan MASSON	2641	1009	38%
Fenstanton	David Jonathan MEAD	2923	1010	35%
Godmanchester and Hemingford Abbots	Sarah Joanne CONBOY Michael Stuart GRICE David Richard UNDERWOOD	6771	2323	34%
Great Paxton	Richard John WEST	2531	1008	40%
Great Staughton	Darren Marcus TYSOE	2668	1995	45%
Hemingford Grey and Houghton	Douglas Bernard DEW David Norman KEANE	4738	1613	34%
Holywell-cum- Needingworth	Lewis Adam BESLEY Jonathan Charles NEISH	5532	2021	37%
Huntingdon East	Michael John HUMPHREY Patricia Ellen SHRAPNEL	5245	1854	35%
Huntingdon North	Sharman Anita Wendy DIAZ Patrick KADEWERE Samuel Richard WAKEFORD	8375	2151	26%
Kimbolton	Jonathan Alexander GRAY	2640	1117	42%
Ramsey	Jeffrey Richard CLARKE Stephen John CORNEY John Michael PALMER	7961	2797	35%
Sawtry	Simon BYWATER Richard Graham TUPLIN	4892	1487	30%
Somersham	Stephen Jeffrey CRISWELL	2966	956	32%
St. Ives East	Jason David ABLEWHITE Richard Ernest BELLAMY	5101	1470	29%

WARD	COUNCILLOR ELECTED	ELECTORATE	NO.OF BALLOT PAPERS ISSUED	% POLL
St. Ives South	John Winston DAVIES Angela Lesley DICKINSON	5801	2178	38%
St. Ives West	Ryan FULLER	2307	807	35%
St. Neots East	Nicholas Grant JOHNSON David John WELLS	2381	686	29%
St. Neots Eatons	Derek Arthur GILES Sandra Anne GILES Colin John MASLEN	8541	2681	31%
St. Neots Eynesbury	Barry Sidney BANKS Justin Christopher COOPER- MARSH Douglas TERRY	9099	2157	24%
St. Neots Priory Park and Little Paxton	Barry Stephen CHAPMAN Philip Laurence Roy GASKIN Keith Ivan PRENTICE	7943	2603	33%
Stilton, Folksworth and Washingley	Timothy David ALBAN Margaret Lawrie BEUTTELL	5209	1862	36%
The Stukeleys	Shaun Mark BURTON Thomas Douglas SANDERSON Sally SMITH	3293	1117	34%
Warboys	Graham John BULL Jill Elaine TAVENER	5590	1696	30%
Yaxley	Eric Richard BUTLER Kevin Paul GULSON Lawrence Walter MCGUIRE	8441	2158	26%

Public

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Representation of Political Groups on District Council Committees and Panels.

Meeting/Date: Council – 23rd May 2018

Report by: Elections and Democratic Services Manager

Ward(s) affected: All

Executive Summary:

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.

The proportionality requirements do not apply to the Cabinet and its membership will be determined by the Executive Leader

The Council is

RECOMMENDED

to determine the allocation of seats on District Council Committees/ Panels 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.

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:-

Name of Group	No. of Members
Conservative	30
HDC Independent Group	10
Liberal Democrat	7
Labour	4

There is now one Member of the Council who is 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	57.69
HDC Independent Group	19.23
Liberal Democrat	13.46
Labour	7.69

The Independent Member represents 1.92% 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. This has been reduced further by the decision to only establish two Overview and Scrutiny Panels.

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 72. Using the proportionality percentage referred to in paragraph 3.2 and rounding up or down as appropriate, produces the following entitlement –

	Seats
Conservative Group	42
HDC Independent Group	14
Liberal Democrat Group	10
Labour Group	5
Independent Member	1

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	HDC Ind Group	Lib Dem	Labour	Indep
3	2	1	0	0	0
4	2	1	1	0	0
5	3	1	1	0	0
6	3	1	1	1	0
7	4	1	1	1	0
8	5	1	1	1	0
9	5	2	1	1	0
10	6	2	1	1	0

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.

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.

7. LIST OF APPENDICES INCLUDED

Appendix 1 – Schedule of Allocations

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
Tel No: (01480) 388004
Email: lisa.jablonska@huntingdonshire.gov.uk

Committee / Panel	No. of Seats*	No. of Ex-officio	Title of Ex-officio	Cons	HDC Ind Group	Lib Dem	Lab	Inds	Cons	HDC Ind Group	Lib Dem	Lab	Inds
Corporate Governance Committee	12	0		6.92	2.31	1.62	0.92	0.23	7	2	2	1	0
Development Management Committee	16	1	Not defined	9.23	3.08	2.15	1.23	0.31	9	3	2	1	1
Employment Committee	8	1	Not defined	4.62	1.54	1.08	0.62	0.15	5	2	1	0	0
Licensing & Protection Committee / Committee	12	1	Not defined	6.92	2.31	1.62	0.92	0.23	7	2	2	1	0
Overview & Scrutiny Panel (Performance and Growth)	12	0		6.92	2.31	1.62	0.92	0.23	7	2	2	1	0
Overview & Scrutiny Panel (Customers and Partnerships)	12	0		6.92	2.31	1.62	0.92	0.23	7	3	1	1	0
TOTAL	72	3							42	14	10	5	1

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

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Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

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

Meeting/Date: Council – 23rd May 2018

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 2018/2019.

Recommendations:

1. **Members are requested to make the following appointments/nominations to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2018/2019:**
 - (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 party and one Independent), and two substitute members from the same political party and group as those appointed; and**
 - (c) **nominate one member from the Conservative party to the Audit and Governance Committee and one substitute member from the same political party.**

- 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. This is normally the Leader. Each Council made these appointments at its respective Council meeting in May 2017 for the 2017/18 municipal year. The Council is now asked to appoint a member and substitute member for the municipal year 2018/19.

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 3 May 2018, there were local elections for a number of constituent councils. 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 May 2017, the Council nominated two members to the Committee for the remainder of the municipal year 2017/18.
- 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 (from the Conservative party or one Independent) to the Overview and Scrutiny Committee for the municipal year 2018/19 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 Conservative party 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, i.e. 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 30 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 constituent council elections. However, there may be last minute changes in the lead up to constituent councils' annual meetings and Combined Authority's annual meeting on 30 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 Director 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.
Appendix 2 – Audit and Governance Committee political balance calculations

BACKGROUND PAPERS

Council – 17th May 2017

CONTACT OFFICER

Lisa Jablonska, Elections and Democratic Services Manager

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Email: lisa.jablonska@huntingdonshire.gov.uk

Overview and Scrutiny Committee of 14
POLITICAL BALANCE ACROSS THE COUNTY as at 4 May 2018

	Total	Vacancy	Conserv.	Labour	Putting St Neots First	Independent	Werrington First	Liberal Party	Liberal Democrats	Green	UKIP	Total	Entitlement
CAMBRIDGESHIRE	2	0	36	7	2	2	0	0	14	0	0	61	1 Conserv. 1 Lib Dem
PETERBOROUGH	2	0	31	14	0	2	3	1	7	1	1	60	1 Conservative 1 Labour
HUNTINGDONSHIRE	2	0	30	4	6	5	0	0	7	0	0	52	1 Conservative 1 Independent
EAST CAMBS	2	0	35	0	0	1	0	0	3	0	0	39	2 Conservatives
^N SOUTH CAMBS	2	0	11	2	0	2	0	0	30	0	0	45	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
TOTAL		0	177	53	8	17	3	1	76	2	1	338	
POLITICAL BALANCE %			52.37	15.68	2.37	5.03	0.89	0.30	22.49	0.59	0.30	100.00	
Seat allocation May 2018			8	2	0	1	0	0	3	0	0	14	
Committee seat allocation	14		7.33	2.20	0.33	0.70	0.12	0.04	3.15	0.08	0.04	14.00	

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Audit and Governance Committee of 7
POLITICAL BALANCE ACROSS THE COUNTY asat 4 May 2018

	Total	Vacancy	Conservative	Labour	Putting St Neots First	Independent	Werrington First	Liberal Party	Liberal Democrats	Green	UKIP	Total	Entitlement
CAMBRIDGESHIRE	1	0	36	7	2	2	0	0	14	0	0	61	1 Lib Dem
PETERBOROUGH	1	0	31	14	0	2	3	1	7	1	1	60	1 Conservative
HUNTINGDONSHIRE	1	0	30	4	6	5	0		7	0	0	52	1 Conservative
EAST CAMBS	1	0	35	0	0	1	0	0	3	0	0	39	1 Conservatives
SOUTH CAMBS tbc	1	0	11	2	0	2	0	0	30	0	0	45	1 Lib Dem
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
TOTAL			177	53	8	17	3	1	76	2	1	338	
POLITICAL BALANCE %			52.37	15.68	2.37	5.03	0.89	0.30	22.49	0.59	0.30	100.00	
Seat allocation May 2018			4	1	0	0	0	0	2	0	0	7	
Committee seat allocation	7		3.67	1.10	0.17	0.35	0.06	0.02	1.57	0.04	0.02	7.00	

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ANNEX A

Emp No	Name	Basic Allowance	Special Responsibility	Arrears	Care & Other Allowances	Civic Allowance	Travel Expenses	Grand Total
25030	ABLEWHITE JASON CLLR	£4,235.04	£620.04					£4,855.08
33565	ALBAN TIMOTHY CLLR	£4,235.04	£5,604.00		£107.04			£9,946.08
30488	BAKER KEITH CLLR	£4,235.04	£78.34		£107.04		£36.00	£4,456.42
34216	BOBER CHARLES CLLR	£3,802.43	£556.70					£4,359.13
24490	BODDINGTON BARBARA CLLR	£4,235.04			£107.04		£194.40	£4,536.48
33571	BROWN DARYL CLLR	£4,235.04	£8,394.00					£12,629.04
25032	BUCKNELL PETER CLLR	£4,235.04	£1,095.47		£107.04		£333.90	£5,771.45
32488	BULL GRAHAM CLLR	£4,235.04	£12,852.32				£1,034.85	£18,122.21
23639	BUTLER ERIC CLLR	£4,235.04	£6,311.04				£518.40	£11,064.48
32728	CARTER ROBIN CLLR	£4,235.04	£2,578.74		£107.04	£592.00	£955.35	£8,468.17
32215	CAWLEY STEPHEN CLLR	£4,235.04	£8,394.00		£107.04			£12,736.08
32216	CHAPMAN BARRY CLLR	£4,235.04	£5,978.74		£107.04		£32.40	£10,353.22
33246	CONBOY SARAH CLLRM	£4,235.04	£1,646.32	£166.79	£107.04			£6,155.19
33876	CORLEY JAMES CLLR	£4,235.04	£3,041.44					£7,276.48
25034	CRISWELL STEPHEN CLLR	£4,235.04	£6,311.04	£169.65	£107.04			£10,822.77
25013	DAVIES JOHN CLLR	£4,235.04	£2,837.04				£220.50	£7,292.58
24491	DEW DOUGLAS CLLR	£4,235.04	£6,224.04					£10,459.08
33250	DICKINSON ANGELA CLLRMS	£4,235.04	£8,394.00		£107.04		£991.75	£13,727.83
33877	DONALDSON ALISON CLLRM	£4,235.04			£107.04		£4.95	£4,347.03
32706	DUFFY LISA CLLRM	£4,235.04	£283.26					£4,518.30
33245	FRANCIS MICHAEL CLLR	£4,235.04	£3,399.00				£405.00	£8,039.04
32689	FULLER RYAN CLLR	£4,235.04	£9,822.64	£34.56	£107.04		£476.55	£14,675.83
33361	GARDENER IAN CLLR	£4,235.04	£2,837.04					£7,072.08
33572	GEORGE LEEDO CLLR	£4,235.04						£4,235.04
32690	GILES DEREK CLLR	£4,235.04					£151.20	£4,386.24
33879	GILES SANDRA CLLRM	£4,235.04					£64.80	£4,299.84
25037	GRAY JONATHAN CLLR	£4,235.04	£8,394.00					£12,629.04
33705	GREENALL STEPHEN CLLR	£4,235.04	£415.64	£67.55				£4,718.23
32491	HARRISON ROGER CLLR	£4,235.04	£2,798.00	-£135.39	£107.04		£343.50	£7,348.19
33248	HAYWARD TERENCE CLLR	£4,235.04			£107.04		£625.95	£4,968.03
32492	HOWE ROBIN CLLR	£4,235.04	£6,908.40	-£90.58	£107.04		£1,154.10	£12,314.00

Emp No	Name	Basic Allowance	Special Responsibility	Arrears	Care & Other Allowances	Civic Allowance	Travel Expenses	Grand Total
33267	HYLAND JOHN CLLR				£107.04		£19.80	£126.84
30828	JORDAN PATRICIA CLLRMS	£4,235.04						£4,235.04
32688	KADEWERE PATRICK CLLR	£4,235.04						£4,235.04
33249	MATHEWS RITA CLLRM	£4,235.04	£2,778.96		£107.04		£779.40	£7,900.44
33566	MEAD DAVID CLLR	£4,235.04	£2,241.96					£6,477.00
32990	MORRIS JOHN CLLR	£4,235.04	£620.04		£107.04			£4,962.12
33567	PALMER JOHN CLLR	£4,235.04	£1,870.41				£492.75	£6,598.20
32010	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					£7.20	£4,242.24
31301	SHELLENS MICHAEL CLLR	£4,235.04	£708.03					£4,943.07
33880	SWAIN LAURENCE CLLR	£4,235.04	£620.04					£4,855.08
33881	TAVENER JILL CLLRM	£4,235.04	£2,241.96					£6,477.00
33882	TAYLOR SIMONE CLLRM	£4,235.04						£4,235.04
21129	TUPLIN RICHARD CLLR	£4,235.04	£620.04		£107.04		£257.40	£5,219.52
32217	TYSOE DARREN CLLR	£4,235.04	£5,013.09		£107.04			£9,355.17
33883	UNDERWOOD DAVID REV	£4,235.04						£4,235.04
33569	WAINWRIGHT KARL CLLR	£4,235.04					£16.20	£4,251.24
33884	WATT DESMOND CLLR	£4,235.04						£4,235.04
30489	WEST RICHARD CLLR	£4,235.04	£4,105.05			£4,531.00	£145.80	£13,016.89
33570	WHITE JIM CLLR	£4,235.04	£8,394.00					£12,629.04
	Totals	£215,554.43	£145,608.87	£212.58	£2,247.84	£5,123.00	£9,262.15	£378,008.87

**MEMBERS' ATTENDANCES
AT MEETINGS OF THE COUNCIL, CABINET, COMMITTEES AND PANELS
MUNICIPAL YEAR 2017/18**

COUNCIL (met on 8 occasions)			
Ablewhite, J D	8	Gray, J A	7
Alban, T	6	Greenall, S	7
Baker, K M	7	Harrison, R	1
Bober, C E	8	Hayward, T OBE	8
Boddington, Mrs B E	5	Howe, R B	7
Brown, D	6	Hyland, B	3
Bucknell, P L E	6	Jordan, Mrs P A	4
Bull, G J	8	Kadewere, P	8
Butler, E R	7	Matthews, Mrs R E	7
Carter, R C	6	Mead, D J	5
Cawley, S	8	Morris, J P	5
Chapman, B S	4	Palmer, J M	7
Conboy, Mrs S	6	Reeve, P D MBE	7
Corley, J E	8	Reynolds, Mrs D C	5
Criswell, S J	8	Sanderson, T D	6
Davies, J W	8	Shellens, M F	7
Dew, D B	6	Swain, L R	8
Dickinson, Mrs A	8	Tavener, Mrs J	6
Donaldson, Mrs A	3	Taylor, Mrs S L	4
Duffy, Mrs L A	5	Tuplin, R G	7
Francis, M	6	Tysoe, D M	5
Fuller, R	8	Underwood, D R	4
Gardener, I D	8	Wainwright, K D	4
George, L	6	Watt, D	5
Giles, D A	5	West, R J	8
Giles, Mrs S	5	White, J	7

CABINET (met on 12 occasions)			
Brown D	10	Gray, J A	10
Bull, G J	12	Harrison, R (to 26.07.17)	3
Cawley, S	9	Howe, R B (to 16.11.17)	5
Dickinson, Mrs A	10	White, J	10
Fuller, R	11		

CORPORATE GOVERNANCE COMMITTEE (met on 7 occasions)			
Butler, E R	2	Hayward, T OBE	6
Conboy, S J Mrs	5	Kadewere, P	6
Dew, D B	1	Matthews, R E Mrs	6
Duffy, L A Mrs	4	Palmer, J M	7
Francis, M	6	Tysoe, D M	5
Giles D	4	West, R J	6

DEVELOPMENT MANAGEMENT COMMITTEE <i>(met on 13 occasions)</i>			
Ablewhite, J D	12	Francis, M	10
Bober, C E	12	Fuller, R <i>(from 26.07.17)</i>	8
Bucknell, P L E	11	Gardener, I D	10
Butler, E R	11	Morris, J P	8
Bull, G J <i>(to 26.07.17)</i>	3	Reeve, P D MBE	9
Carter, R C	13	Swain, L R	13
Conboy, Mrs S	10	Tuplin, R G	12
Corley, J E	12	West, R J	13
Dew, D B	9		

EMPLOYMENT COMMITTEE <i>(met on 5 occasions)</i>			
Cawley, S	5	Howe, R B <i>(to 26.07.17)</i>	1
Bober, C E <i>(to 21.02.18)</i>	5	Jordan, Mrs P A	3
Bull, G J <i>(from 26.07.17)</i>	1	Matthews, R E Mrs	5
Chapman, B S <i>(from 21.02.18)</i>	0	Swain, L R	5
Duffy, L A Mrs <i>(to 21.02.18)</i>	4	West, R J	5
Hayward, T <i>(from 21.02.18)</i>	0		

LICENSING AND PROTECTION COMMITTEE <i>(met on 5 occasions)</i>			
Boddington, Mrs B E	3	George, L	3
Conboy Mrs S J	0	Giles, S A Mrs	3
Corley, J E	5	Palmer, J M	4
Criswell, S J	4	Reeve, P D <i>(from 21.02.18)</i>	0
Davies, J W	5	Tavener, J Mrs	4
Dickinson, Mrs A <i>(from 26.07.17)</i>	3	Tuplin, R G <i>(to 21.02.18)</i>	3
Fuller, R <i>(to 26.07.17)</i>	2	West, R J	5

LICENSING COMMITTEE <i>(met on 2 occasions)</i>			
Boddington, Mrs B E	1	George, L	0
Conboy Mrs S J	0	Giles, S A Mrs	2
Corley, J E	2	Palmer, J M	2
Criswell, S J	2	Reeve, P D <i>(from 21.02.18)</i>	
Davies, J W	2	Tavener, J Mrs	2
Dickinson, Mrs A <i>(from 26.07.17)</i>	1	Tuplin, R G <i>(to 21.02.18)</i>	2
Fuller, R <i>(to 26.07.17)</i>	1	West, R J	2

OVERVIEW AND SCRUTINY PANEL (PERFORMANCE AND CUSTOMERS) <i>(met on 9 occasions)</i>			
Baker, K M	4	Palmer, J M	9
Boddington, B E Mrs	7	Reeve, P D MBE <i>(from 13.12.17)</i>	1
Carter, R C	9	Reynolds, D C Mrs	9
Duffy, L A Mrs <i>(to 13.12.17)</i>	2	Shellens, M F	8
Greenall, S	9	Taylor, S L Mrs	5
Howe, R B <i>(from 16.11.17)</i>	2	Tysoe, D M	9
Matthews, R E Mrs	8	West, R J <i>(to 16.11.17)</i>	5

OVERVIEW AND SCRUTINY PANEL (ECONOMY & GROWTH) <i>(met on 9 occasions)</i>			
Baker, K M <i>(to 26.07.17)</i>	1	Harrison, R <i>(from 26.07.17)</i>	1
Bober, C E <i>(to 21.02.18)</i>	7	Hyland, B	3
Butler, E R	9	Mead, D J	4
Conboy, Mrs S	7	Sanderson, T D	5
Dew, D B	9	Tavener, J Mrs	7
Gardener, I D	7	Underwood, D R	6
Giles, D A <i>(from 21.02.18)</i>	0	Wainwright, K D	6

OVERVIEW AND SCRUTINY PANEL (COMMUNITIES AND ENVIRONMENT) <i>(met on 11 occasions)</i>			
Alban, T D	9	Giles, D A	6
Bucknell, P L E	7	Jordan, Mrs P A	9
Chapman, B S	6	Kadeware, P	10
Criswell, S J	9	Swain, L R	11
Davies, J W	11	Tavener, J	10
Donaldson, Mrs A	5	Watt, D	5

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.

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