



The **ANNUAL** meeting of **HUNTINGDONSHIRE DISTRICT COUNCIL** will be held in the **CIVIC SUITE (LANCASTER / STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **WEDNESDAY, 22 MAY 2024** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

AGENDA

APOLOGIES

1. ELECTION OF CHAIR

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

2. MINUTES (Pages 7 - 18)

To approve as a correct record the Minutes of the meeting of the Council held on 27th March 2024.

Time Allocation: 2 Minutes.

3. MEMBERS' INTERESTS

To receive from Members declarations as to disclosable pecuniary, other registerable and non - registerable interests in relation to any Agenda item. See Notes below.

Time Allocation: 2 Minutes.

4. APPOINTMENT OF VICE-CHAIR

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

5. APPOINTMENT OF CABINET

The Executive Leader to announce the names of a maximum of eight other Councillors who shall be Members of the Cabinet, including the name of the Deputy Executive Leader and the Assistant Deputy Executive Leader.

6. TERMS OF REFERENCE REVIEW, CORPORATE GOVERNANCE COMMITTEE
(Pages 19 - 26)

Councillor N Wells, Chair of the Corporate Governance Committee to present a report proposing changes to the terms of reference and membership of the Council’s Corporate Governance Committee.

(The report was considered at a Special meeting of the Corporate Governance Committee held on 18th April 2024).

Time Allocation: 10 Minutes.

7. APPOINTMENT OF INDEPENDENT MEMBERS TO CORPORATE GOVERNANCE COMMITTEE (Pages 27 - 28)

Councillor N Wells, Chair of the Corporate Governance Committee to present a report proposing the appointment of two Independent members to the Committee for a period up to 30th April 2027.

Time Allocation: 5 Minutes.

8. REPRESENTATION OF POLITICAL GROUPS ON DISTRICT COUNCIL COMMITTEES, ETC

To consider a report by the Elections and Democratic Services Manager on the representation of political groups on Committees and Panels in accordance with Section 15 of the Local Government and Housing Act 1989 and the District Council’s Constitution – **TO FOLLOW.**

9. OVERVIEW AND SCRUTINY PANELS

To appoint to:

- 1. Overview and Scrutiny Panel
(Performance and Growth) 12 Members
- 2. Overview and Scrutiny Panel
(Environment, Communities and Partnerships) 12 Members

10. COMMITTEES

To appoint to:

Development Management Committee 16 Members
(to include 1 Member of the Cabinet)

Corporate Governance Committee	7 Members
Licensing and Protection Committee (to include 1 Member of the Cabinet)	12 Members
Licensing Committee (to include 1 Member of the Cabinet)	12 Members
Employment Committee (to include 1 Member of the Cabinet)	8 Members
Senior Officers Committee (4 Members of the Council and the relevant Executive Councillor in relation to the post to be filled)	4 Members
Appeals Sub-Group <i>(a pool of Members from which the Elections and Democratic Services Manager is authorised to convene a meeting of the Appeals Sub-Committee comprising up to 5 Members [excluding Members of the Employment Committee and the Senior Officers Committee] to determine appeals under the Council's disciplinary and appeals procedure).</i>	15 Members

11. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY MEMBERSHIP AND OTHER APPOINTMENTS

To consider a report requesting the Council to make appointments to the Cambridgeshire and Peterborough Combined Authority for the 2024/25 Municipal Year – **TO FOLLOW**.

12. LOCAL GOVERNMENT ASSOCIATION GOVERNANCE PEER CHALLENGE
(Pages 29 - 66)

The Executive Councillor for Customer Services, Councillor S Ferguson to present the Local Government Association Governance Peer Challenge report.

(The report was considered at the meeting of the Cabinet on the 16th April 2024 and a Special Meeting of the Corporate Governance Committee on 18th April 2024).

Time Allocation: 15 Minutes.

13. CONSTITUTION REVIEW WORKING GROUP

To appoint seven Members to a Constitution Review Working Group.

The Review Working Group will report to the Corporate Governance Committee.

14. APPOINTMENT OF CHIEF FINANCIAL OFFICER AND SECTION 151 OFFICER

Arising from the meeting of the Senior Officers Committee held on 20th May 2024 to consider a report by the Chief Executive regarding the appointment of a new Chief Financial Officer and Section 151 Officer for the Council – **TO FOLLOW**.

Time Allocation: 5 Minutes.

FOR INFORMATION - COUNCILLORS ATTENDANCE AND EXPENSES INFORMATION 2023/24 (Pages 67 - 72)

14th day of May 2024

Michelle Sacks

Chief Executive and Head of Paid Service

Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests.

Further information on [Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests is available in the Council's Constitution](#)

Filming, Photography and Recording at Council Meetings

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The District Council also permits filming, recording and the taking of photographs at its meetings that are open to the public. Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council

Please contact Mrs Lisa Jablonska, Elections and Democratic Services Manager, Tel No. 01480 388004 / e-mail Lisa.Jablonska@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Council.

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](#).

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.