



Cambridge City Council

Civic Affairs Committee

Committee Members: Councillors Boyce (Chair), Hart, Herbert (Lab Spokes), Pitt, Rosenstiel (Vice Chair), Ward (Alt: Blackhurst)

Date: Monday 11 May 2009

Time: 6:00pm

Place: Committee Room 1, The Guildhall

Contact: John Blunt

Direct Dial: (01223) 457012

Agenda dispatched and placed on public deposit: Thursday 30 April 2009

AGENDA

- 1 **Minutes**
To confirm the minutes of the meeting held on 30 March 2008. *(To follow)*
- 2 **Apologies for Absence**
- 3 **Declarations of Interest**
- 4 **Public Question Time**
(See below for detail of the scheme and other public information.)
- 5 **[External Audit: Annual Audit and Inspection Letter 2007/08](#)** (Contact Acting Head of Internal Audit, Steven Logun 01223 458181) page 1
Representatives of the Council's External Auditor, The Audit Commission, will be present at the meeting.
- 6 **[External Audit: Annual Commission Audit and Inspection Plan 2009/10](#)** (Contact Acting Head of Internal Audit, Steven Logun 01223 458181) page 17
- 7 **[Internal Audit Plan 2009/10](#)** (Contact Acting Head of Internal Audit, Steven Logun 01223 458181) page 21
- 8 **[Risk Management Strategy](#)** (Contact Karl Tattam, Support Services Manager 01223 458161) page 31
- 9 **[Local Government Pension Scheme](#)** (Contact Karl Tattam, Support Services Manager 01223 - 458161) page 49
- 10 **Nominations For Leader Of The Council And Executive Councillors**

The Council on 21 May will be required to elect a Leader and an Executive, currently comprised of the six Executive Councillors with the Leader.

The Civic Affairs Committee is requested to recommend nominations for the positions of Leader and Executive Councillors with the following portfolios for the consideration of Council on 21 May.

Executive Councillor for Arts & Recreation
 Executive Councillor for Climate Change & Growth
 Executive Councillor for Customer Services & Resources
 Executive Councillor for Community Development & Health
 Executive Councillor for Environmental & Waste Services
 Executive Councillor for Housing

11 Nominations For Committees For The Municipal Year 2009/10

Members are reminded that the rules on political balance set out in the Local Government and Housing Act 1989 will be applied to both scrutiny and regulatory committee composition so that, once the size of committees has been determined, the division of seats among the groups will be automatic and the Council **must** appoint those members which each group puts forward for its seats.

In considering the allocation of **committee** places to political groups, the Council is legally required to take into account the following principles:

- (1) that the controlling group should have a majority of seats on each committee
- (2) that the total number of committee places allocated to each political group must be in proportion to the number of members of that group on the Council.
- (3) that on each committee the number of places allocated to each political group must be in proportion to the number of members of that group on the Council.

The order of precedence of these principles is the order in which they are given - ie (1) takes highest priority, then (2) then (3).

(i) Scrutiny Committees

The table below lists the Scrutiny Committees that are to be appointed by Council. The current numbers column refers to the current size of the committee for illustrative purposes. **No member of the Executive may sit on the Scrutiny Committees.**

The Civic Affairs Committee is requested to make proposals to Council on the size of the Scrutiny Committees and make nominations to each.

Scrutiny Committee	Nomination(s)	Current Numbers
Strategy & Resources	Liberal Democrats Labour Conservative	6 (1) 2 <u>1</u> = 9 Total
Community Services#	Liberal Democrats Labour	6 (1) <u>3</u> = 9 Total
# with up to 3 co-optees nominated by Housing Management Board and 1 by the PCT		
Environment	Liberal Democrats Labour Green/Independent	6 (1) 2 <u>1</u> = 9 Total
Housing Management Board~	Liberal Democrats	6

	Labour	<u>3</u> = 9 Total
~ with six elected tenant/leaseholder representatives		

(ii) Regulatory Committees/Joint Committees

The table below lists the Regulatory Committees/Joint Committees which are to be appointed by, and/or nominated to, Council on 21 May.

The Civic Affairs Committee is requested to make proposals to Council on the size of the Regulatory Committees and to make nominations.

Committee/Sub Committee	Nominations	Current Numbers
Planning	Liberal Democrat Labour Green/independent	6 (1) 2 <u>1</u> = 9 Total
Joint Development Control Committee*	Liberal Democrat Labour	4 2 = 6
*size of Committee (16) is determined by the three relevant authorities namely City Council, County Council and South Cambridgeshire DC		
Civic Affairs	Liberal Democrat Labour	4 (1) <u>2</u> = 6 Total
Employment Appeals Sub +	Liberal Democrat Labour Green/independent	6 2 1 =9 Total
+ each meeting is made up of any three from this Sub Committee		
Standards	Liberal Democrat Labour External Members ##	4 2 = 6 Councillors 3
## the External Members are content to be re-appointed for the ensuing year		
Cambridge Traffic Management Area Joint	Liberal Democrat Labour	4(1) <u>2</u> = 6 Total
Licensing ++	Liberal Democrat Labour Green/independent	8 3 <u>1</u> =12 Total
++ 4 Subcommittees of 3 to be appointed at Annual Meeting		
(Cambridge Fringes) Joint Planning Policy Committee ~~	Liberal Democrat Labour	2 (1) <u>1</u> = 3 Total
~~size of Committee (9) is determined by the three relevant authorities namely City Council, County Council and South Cambridgeshire DC		

12 Nominations For Chairs And Vice Chairs Of Scrutiny & Regulatory Committees

The Civic Affairs Committee is requested to make nominations for the positions listed below for the consideration of Council on 21 May.

Scrutiny Committees

Strategy & Resources

Community Services

Environment

Housing Management Board (for either role the holder need not be a Councillor)

Regulatory Committees

Civic Affairs

Employment Appeals Sub

Licensing

Planning

Joint Development Control Committee (Spokesperson)

Standards Committee - The Civic Affairs Committee is requested to recommend that Council delegate appointment of Chair and Vice Chair to the Standards Committee

13 Honorary Councillors

To consider any nomination for recommending to Council on 21 May.

Information for the Public

Public Speaking

You can ask questions or make a statement on an issue included on the agenda above, or on an issue which is within the Committee's terms of reference. Questions are normally asked during the slot on the agenda at the beginning of the meeting.

If you wish to ask a question related to an agenda item contact the committee officer (listed above under 'contact') **before the meeting starts**. If you wish to ask a question on a matter not included on this agenda, please contact the committee officer by 10.00am the working day before the meeting. Further details concerning the right to speak at committee can be obtained from the committee section.

Emergency Evacuation

In the event of a fire or other emergency you will hear a continuous ringing alarm. You should leave the building by the nearest exit and proceed to the assembly point in St Mary's Passage on the left hand side of Great St Mary's churchyard.

Do not attempt to use the lifts. Do not attempt to re enter the building until given the all clear by a member of the City Council Staff. City Council staff will provide assistance with leaving the building.

Filming, photography and recording

Filming, photography and recording is not permitted at council meetings. Any request to do so must be put to the committee manager at least 24 hours before the start time of the relevant meeting.

THE NEXT MEETING OF THE CIVIC AFFAIRS COMMITTEE
IS SCHEDULED FOR MONDAY 24 JUNE AT 6.00PM

