

**CIVIC AFFAIRS COMMITTEE**21 November 2007  
(6.00pm-6.58pm)**PRESENT:** Councillors Blackhurst, Boyce (Chair), Bradnack, Hart, C Rosenstiel (Vice-chair), Ward.**FOR ADOPTION BY THE COUNCIL****07/CIV/46 REPORT OF THE INDEPENDENT REMUNERATION PANEL  
(appended to the adoption minute)**

A member of the Independent Remuneration Panel was present to introduce the report. Information had been collected from six councillors over a number of months in an attempt to give the Panel a better idea of councillor workload. Unfortunately, there had been insufficient detail and numbers completed to give the Panel any further evidence to alter its view of how the basic allowance is calculated. The Panel member stated that regardless of the calculation methods used, it was the Panel's view that members were underpaid for their role (compared to other Districts and the comparator local authority family group) because the Council had chosen to reduce the levels recommended by the Panel. The Chair drew the Committee's attention to the addition of an SRA for members of the new Joint Development Control Committee (Cambridge Fringes) and a request that the SRA be backdated pro-rata for 2007-08. There were no other fundamental changes proposed to the current scheme.

The Panel member asked that the recommendation in 3.1 be amended to read 'that the Basic Allowance calculation for the Municipal Year May 2008 to May 2009 remains as before: the equivalent of 10 hours per week (52 weeks per year) at the hourly rate set at the national minimum wage (£5.52 at October 2007), amounting to £2,870. The Panel recognises the budget constraints and recommends a figure of £2,782 be used for the year 2007-08.' The appendix to the Independent Panel's report sets out the recommended scheme for 2008-09.

The Committee thanked the Panel member for attending and asked that the Council's thanks be passed on to all members of the Panel for their work in producing the report and recommendations.

**Council is recommended –**

- 1) That the Basic Allowance calculation for the Municipal Year May 2008 to May 2009 remains as before: the equivalent of 10 hours per week (52 weeks per year) at the hourly rate set at the national minimum wage (£5.52 at October 2007), amounting to £2,870. The Panel recognises the budget constraints and recommends a figure of £2,782 be used for the year 2007-08.'
- 2) The Allowances Scheme be adopted as set out in appendix 1 and that groups continue to encourage Councillors to complete diaries covering the different aspects of their activities to produce a more accurate picture on which to base allowance allocation.
- 3) The Panel had included a recommendation on the new Joint Development Control Committee at the same level as that for Planning Committee Chair and Members. It was noted that Members of the Joint Development Control Committee had been appointed in July in the current year and there was an expectation that the allowance was applicable pro rata during 2007/08.

The Panel also noted that the Council was in negotiation about a Joint Planning Policy Committee with the County and South Cambridgeshire District Councils, but as there was no indication as yet of its frequency of meetings and other details, had deferred consideration of the level of allowance.

- 4) Travel and subsistence rates should remain set at the rates set for officers and be up rated when officer rates are increased.
- 5) The co-optees' allowance be set at the Minimum Wage and take into account the increase in Minimum Wage in October 2008 or any other statutory increase.
- 6) No annual adjustments of allowance levels by reference to an index. The Panel remains of the view that it should continue to meet at least annually to make recommendations to the Council.
- 7) The Council should not agree to an entitlement to a pension for any member under its Allowances Scheme.
- 8) Childcare rates to remain at £7 per hour. Dependent Carer Allowance

rates to remain unchanged. (Payable for instances also as in 8)

- 9) That childcare/dependent, travel and subsistence allowances are payable for invitations from all official bodies.

#### **07/CIV/47 CONSTITUTIONAL CHANGES – HMB ELECTIONS/RESPONSIBILITY FOR GUILDHALL HALL LETTINGS**

The Committee noted a report which set out proposed changes to the elections for tenant and leaseholder representatives to the Housing Management Board. The tenant and leaseholder representatives had agreed the proposals and the Executive Councillor for Housing and spokesperson had been consulted. The elections will take place next February.

With regard to Guildhall Lettings, since April 2006, the Arts and Entertainments section has managed the Guildhall Halls (prior to this it was the responsibility of the Head of Property & Building Services). This was agreed by the then Executive Councillor for Customer Services & Resources (27 March 2006) as part of a Guildhall Halls Business Plan. An anomaly remains that the charging structure sits with the Executive Councillor for Customer Services & Resources (because of the previous arrangement with Property & Building Services).

#### **Council is recommended –**

- 1) To agree the changes to the HMB Constitution as set out in the appendix.
- 2) To amend the Constitution to reflect Executive responsibility for the Guildhall Halls sit with the Executive Councillor for Arts & Recreation.

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(6.00pm-6.58pm)**PRESENT:** Councillors Blackhurst, Boyce (Chair), Bradnack, Hart, C Rosenstiel (Vice-chair), Ward.**FOR INFORMATION OF THE COUNCIL****07/CIV/48 MINUTES**

The Committee confirmed the minutes of the meeting held on 5 September 2007.

**07/CIV/49 APOLOGIES FOR ABSENCE**

There were none.

**07/CIV/50 DECLARATIONS OF INTEREST**

Councillor C Rosenstiel declared a personal interest on 07/CIV/47 relating to the HMB Election because Electoral Reform Services Ltd (ERSL) carried out the last election of HMB tenants' and leaseholders' representatives and may well be carrying out the next such election. He was the Chairman of the Board of Directors of the Electoral Reform Society, of which ERS is a subsidiary, albeit at arms-length.

**07/CIV/51 PUBLIC QUESTION TIME**

There were no members of the public present.

**07/CIV/52 REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS**

Councillor Rosenstiel proposed a further change to those already included in the report. He requested that a third Polling District for Newnham ward ('I3'), to include the area east of Queens Road and with H1 being the polling place (under current arrangements for polling stations in H1, that would mean using Fisher Hall as the allocated polling station). This would benefit current electors who were a considerable distance from the Selwyn Diamond and would address the concerns raised in the consultation by

County Councillor Wilkins. Members of the Committee did not object to this proposal.

Councillor Hart stated that A1 (East Barnwell Church) was not very accessible for the electorate on the opposite side of Ditton Lane. Members agreed that Abbey Ward could be reviewed and officers should consult ward members to progress this.

There were a number points raised by members on the location of polling stations and the Chief Executive, who as Retuning Officer was responsible for the location of polling stations, undertook to investigate the issues raised below:

Castle Ward – replace Castle End Mission with a more centrally located venue e.g St Giles Church or Castle Street Methodist

Romsey Ward – could a polling station be located in the south east corner of the ward (Sainsbury end of Coldhams Lane)

Abbey ward – relocate polling station from Stanley Road to Brickfields or Sea Cadet HQ

### **Resolved –**

1) That, subject to the amendments to the polling district as set out below, no further changes be made to the parliamentary or local government polling districts or polling places;

2) That the following changes be made to the polling districts in Market Ward –

Regent Steet be moved from H1 to H3

Park Terrace be moved from H2 to H3

such changes to be implemented with effect from the date of the publication of the revised 2007/08 register of electors.

3) To include electors in "Pinehurst" flats in Newnham ward to vote at Selwyn Diamond.

4) To create a third Polling District for Newnham ward (I3), to include the area east of Queens Road with H1 being the polling place.

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**07/CIV/53 REVIEW OF THE BOUNDARY BETWEEN CAMBRIDGE CITY COUNCIL AND SOUTH CAMBRIDGSHIRE DISTRICT COUNCIL****Resolved -**

1) That the Chief Executive and Leader are requested to hold discussions with South Cambridgeshire District Council with a view to developing detailed proposals for changes to the boundary.

2) That the Leader of the Labour Group, and the Civic Affairs Committee's Chair and Labour spokesperson are consulted on the proposals and are kept informed regarding the progress of discussions.

3) That the Chief Executive is authorised to submit a request to the Department for Communities and Local Government for a review of the administrative boundary between Cambridge City and South Cambridgeshire District, once agreement has been reached on proposals, subject to confirmation of the terms of the request by full Council of each authority.

**07/CIV/54 DATES OF MEETINGS 2008/09**

Officers undertook to investigate the options of a later September 2008 Council meeting and report back to Chair and Spokes.

**Resolved –**

Subject to the above request, that the schedule of meetings for 2008/09 be agreed as set out.

Chair