

Public Document Pack

NOTICE OF COUNCIL MEETING - 27 FEBRUARY 2014

Dear Councillor,

A meeting of Cambridge City Council will be held in the Council Chamber - Guildhall on Thursday, 27 February 2014 at 6.00 pm and I hereby summon you to attend.

Dated 19 February 2014

Yours faithfully

A handwritten signature in black ink, appearing to read 'AP Jackson', written in a cursive style.

Chief Executive

Agenda

- 1 TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 24 OCTOBER 2013**
(Pages 9 - 36)
- 2 MAYORS ANNOUNCEMENTS**
- 3 PUBLIC QUESTIONS TIME - SEE AT THE FOOT OF THE AGENDA FOR DETAILS OF THE SCHEME**
- 4 TO CONSIDER THE RECOMMENDATIONS OF THE EXECUTIVE FOR ADOPTION**

**4a Housing Revenue Account Budget Setting Report
(Executive Councillor for Housing)**

Housing Revenue Account Budget Setting Report –
attached separately

(Pages 37 - 38)

**5 TO CONSIDER BUDGET RECOMMENDATIONS OF THE
EXECUTIVE FOR ADOPTION**

**5a Draft Revenue and Capital Budgets – 2013/14 (Revised),
2014/15 (Budget) and 2015/16 (Forecast) (The Leader)**

(Pages 39 - 48)

Associated Budget Documents
Budget Setting Report (BSR) – attached separately.
Strategy and Resources Scrutiny Committee: 7 February 2013 – unconfirmed minutes of the meeting will be circulated prior to the Council meeting.

**5b Labour Amendment - Draft Revenue and Capital Budgets
– 2013/14 (Revised), 2014/15 (Budget) and 2015/16
(Forecast)**

(Pages 49 - 88)

6 TO CONSIDER THE RECOMMENDATIONS OF COMMITTEES FOR ADOPTION

Civic Affairs: 29 January 2014

6a Members Allowances Scheme 2014/15

(Pages 89 - 98)

6b Pay Policy Statement 2014/15

(Pages 99 - 110)

7 TO DEAL WITH ORAL QUESTIONS

8 TO CONSIDER THE FOLLOWING NOTICES OF MOTION, NOTICE OF WHICH HAS BEEN GIVEN BY:

8a Councillor Hipkin

Mindful of the heavy costs awarded against the City Council at recent planning appeals, this Council urges the Review Panel charged with examining how the planning committee might avoid such costs in the future to consider the following measures and to recommend accordingly:

- that planning committee meetings should be conducted with the same decorum and impartiality as a court of law.
- that members of the planning committee should be required to undertake regular training [including basic training before any member sits on a planning or area committee for the first time] and to attend briefings to ensure that their knowledge of current planning law and practice is up to date and that they are fully aware of how previous decisions of the committee relate to prospective applications.

- that where members of the planning committee are minded to overturn officer recommendations on major applications, that the determination of such applications should be postponed so that further advice on the potential risks and implications of that decision can be given to members by officers and others appointed to advise the planning committee.
- that councillors, whose votes are contrary to officer advice and likely to trigger appeals, should be required to nominate one or more of their number to defend their decisions before an Inspector at appeal.

8b Councillor Herbert and O'Reilly

The Council notes that Councillor Gail Marchant-Daisley is currently unable to attend meetings of the Council due to family illness. The Council therefore, for the purposes of section 85 of the Local Government Act 1972, gives its approval to Gail's absence at meetings until notified further. The Council sends its best wishes to Gail and her partner Anne.

9 WRITTEN QUESTIONS

No discussion will take place on this item. Members will be asked to note the written questions and answers document as circulated around the Chamber.

Information for the Public

Location

The meeting is in the Guildhall on the Market Square (CB2 3QJ).

Between 9 a.m. and 5 p.m. the building is accessible via Peas Hill, Guildhall Street and the Market Square entrances.

After 5 p.m. access is via the Peas Hill entrance.

All the meeting rooms (Committee Room 1, Committee 2 and the Council Chamber) are on the first floor, and are accessible via lifts or stairs.

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Some meetings may have parts that will be closed to the public, but the reasons for excluding the press and public will be given.

Most meetings have an opportunity for members of the public to ask questions or make statements.

To ask a question or make a statement please notify the Committee Manager (details listed on the front of the agenda) prior to the deadline.

- For questions and/or statements regarding items on the published agenda, the deadline is the start of the meeting.
- For questions and/or statements regarding items NOT on the published agenda, the deadline is 10 a.m. the day before the meeting.

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recording
and
photography**

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people**

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COUNCIL24 October 2013
6.00pm - 10.45 pm

Present: Councillors Saunders (Mayor), Pippas (Deputy Mayor), Abbott, Ashton, Benstead, Bick, Bird, Birtles, Blackhurst, Blencowe, Boyce, Brierley, Brown, Cantrill, Dryden, Gawthrop, Hart, Herbert, Hipkin, Johnson, Kerr, Kightley, Marchant-Daisley, McPherson, Meftah, Moghadas, O'Reilly, Owers, Pitt, Price, Reid, Reiner, Roberts, Rosenstiel, Smart, Smith, Stuart, Swanson, Todd-Jones, Tucker, Tunnacliffe and Ward

FOR THE INFORMATION OF THE COUNCIL

13/57/CNL To approve as a correct record the minutes of the meetings held on 27 June 2013 and 18 July 2013.

It was noted that the attendance list for the meeting on 27 June referred to 'Chair' and 'Vice Chair' and not 'Mayor' and 'Deputy Mayor'. Councillor Roberts' name had also been omitted.

With these minor amendments the minutes of the meetings held on 27 June 2013 and 18 July 2013 were confirmed as a correct record and signed by the Mayor.

13/58/CNL Mayors Announcements**1. APOLOGIES**

No apologies were received.

2. HIS ROYAL HIGHNESS PRINCE GEORGE OF CAMBRIDGE

On 22 July, the Duchess of Cambridge gave birth to a son who carries the title His Royal Highness Prince George of Cambridge. The Mayor confirmed that a letter of congratulations had been written on behalf of the Council to the Duke and Duchess of Cambridge and, after consultation with their office, a donation had been made to the East Anglia Children's Hospice at Milton to mark the birth.

3. OPEN CAMBRIDGE WEEKEND

The Mayor confirmed that the City had collaborated with the University of Cambridge in the Open Cambridge weekend and groups had visited the Guildhall on Friday 13 and Saturday 14 September.

4. MAYOR'S DAY OUT

The Mayor thanked those that attended the annual outing for senior citizens to Great Yarmouth on 5 September.

5. CENTRE 33 AUCTION OF PROMISES

The Mayor thanked those that supported the fund raising event hosted at the Guildhall and confirmed that over £3000 was raised.

6. REMEMBRANCE

The Mayor confirmed that 2 minutes silence would be observed from the main entrance of Guildhall on Monday 11 November at 11 am, and a wreath would be laid on behalf of the City at the American Cemetery that morning by the Deputy Mayor.

The Mayor also confirmed that, on Sunday 10 November, the Deputy Mayor would lead the civic procession to Great St. Mary's Church for the Remembrance Sunday Service. The Mayor would lay a wreath, at the City's War Memorial.

7. CHEVYN SERVICE

The Mayor confirmed that the preaching of the Chevyn Sermon would take place at St. Philip's Church, Mill Road, on Sunday 26 January at 10.30am.

8. CITY COUNCIL'S BEREAVEMENT SERVICES TEAM

The Mayor reported that the City Council's Bereavement Services Team had received a gold award from the Institute of Cemetery and Crematorium Management.

9. AWARD FOR STREET NAMING AND NUMBERING

The Mayor reported that the Cambridge City Council had been awarded a Street Naming and Numbering Award at this year's Geoplace Exemplar Awards. The award was achieved for best example of local involvement in street naming and numbering and recognised the excellent collaboration between the City Council and the local community in naming new streets at Clay Farm and Trumpington Meadows.

In particular the award recognised the excellent engagement by the City Council with both the Trumpington Residents Association and the Local History Group

7. DECLARATIONS OF INTEREST

Councillor	Item	Interest
Reid, Reiner, Saunders & Tucker	13/63b/CNL	Personal: Member of Cambridge Past, Present & Future
Brown, Gawthrop, Rosenstiel, O'Reilly & Reiner	13/63b/CNL	Personal: Member of the Campaign for Real Ale (CAMRA)
Todd-Jones	13/63b/CNL	Personal: Has visited Carpenters Arms Pub
O'Reilly	13/63d/CNL	Personal: Has an allotment

13/59/CNL Public Questions Time

Speaking on Motion 7d

Mrs Walker addressed the Council and made the following points:

- i. Residents have expressed concern and uncertainty regarding a lack of statutory protection for allotments.
- ii. The Council takes the provision of allotments seriously and recognised there is a lack of provision, with demand being unmet. This issue has been reported to committees in 2007 and 2010.
- iii. A Strategic Management Plan was introduced in 2010.
- iv. Suggested the issue of temporary/permanent designation of land use for allotments is unclear in the Local Plan. Mrs Walker felt officers were unhappy with the lack of clarity in the strategy regarding statutory protection of allotments.
- v. Expressed support for Motion D.
- vi. Signposted Barking and Dagenham Council's Allotment Protection Policy.

The Executive Councillor for Public Places responded:

- i. Agreed that allotments were important as green spaces.
- ii. Signposted the upcoming discussion on the Motion.

Speaking on the CB1 Station Development

Mr Wratten addressed the Council and made the following points:

- i. Expressed concern at the proposed reduction of taxi rank space and dedicated taxi drop-off points.
- ii. Referred to the 2008 Outline Plan which proposed to segregate buses, taxis and other vehicles from pedestrians to maximise capacity in a convenient location.
- iii. Expected the new Station Road to exacerbate existing congestion issues and increase taxi fares to the station.
- iv. Questioned:
 - How the development would improve facilities.
 - If the council wanted to give taxis the same advantages as buses.
 - If taxis could have priority egress from the station as per the city centre.
- v. Referred to a thousand signature petition that had been collected.

The Executive Councillor for Planning and Climate Change responded:

- i. Referred to problems with the current station forecourt, such as congestion on the access road.
- ii. The aim of the Outline Plan was a rebalance towards people rather than vehicles but recognised both would access the station.
- iii. Taxis would share the access road with bikes and private cars. The station forecourt redevelopment should improve the station design. Taxis would keep their drop off point outside the station privilege.
- iv. The station forecourt application is yet to be considered by the Planning Committee, so the design can still be amended.
- v. Suggested that Mr Wratten makes a representation on the planning application.

Speaking on Community Engagement

Mr Carpen addressed the Council and asked for an update on the Council's work with students on volunteering and community engagement since July 2013.

The Executive Councillor for Community Wellbeing responded:

- i. Officers had met with students on 5 September 2013. It was apparent that many students were doing voluntary work in Cambridge and South Cambridgeshire.
- ii. There was a strong network between Cambridge universities to encourage volunteering.
- iii. It was sometimes hard to match students with opportunities due to time constraints on their availability.
- iv. The Council would support the Cambridge News Awards to encourage volunteering.
- v. Officers are liaising with students to produce a fact sheet on volunteering. The intention is to set up visits to community groups to avoid duplication of effort.
- vi. The Community Development Strategy was refreshed in 2013. The Executive Councillor said there was no further information to update.

Mr Carpen made the following supplementary points:

- i. Thanked Andrew Limb and Emma Croft for their liaison work.
- ii. Mr Carpen had contacted community groups who wanted to work with Cambridge universities on their Green Week.

- iii. There was a perception that it was difficult for young people to work/engage with young people. Mr Carpen asked if the Council could suggest a champion to work with 16-17 year olds.

The Executive Councillor for Community Wellbeing responded:

- i. Asked for details of Cambridge universities Green Week.
- ii. Hoped to suggest a champion to work with 16-17 year olds.

Speaking on Motion 7B

Mrs Blair addressed the Council and made the following points:

- i. Spoke in support of local pubs.
- ii. Expressed concern regarding the loss of the Dog and Pheasant Pub in East Chesterton.
- iii. Residents were angry at the perception that the developer circumvented the planning process by demolishing the Dog and Pheasant Pub prior to a planning appeal. Mrs Blair suggested the pub could have been saved if it was protected by Article 4 Directions.
- iv. Asked for the Council to bring in Article 4 Directions. Suggested not having these put pubs at risk. Noted this item was coming to committee in future.

The Executive Councillor for Planning and Climate Change responded that Article 4 Directions were coming to committee in January 2014 as Mrs Blair said.

Speaking on Motion 7B

The Mayor read out the following statement in support of Motion 7B as submitted via email by Ms Gohler:

“In addition to the Interim Planning Policy Guidance on ‘The Protection of Public Houses in the City of Cambridge’ and Draft Local Plan, Conservation Area Designations as well as definition of Local Centres, CambridgePPF strongly supports the motion to introduce Article 4 Directions to better protect our local pubs and as proposed by Councillor Dryden’s motion [see our letter to Cllr Tim Ward – 4 April 2013

http://cambridgeppf.org/documents/CPPF_IPPG_Letter_4April2013.pdf].

However we are concerned that the motion does not include the protection of those pubs under threat of general change of use (not just change of use classes) and this will in effect still offer an indirect route for some pubs being lost as community facility.

Therefore we suggest the motion should be amended to include:

“... removing the right to demolish houses within the City and/ or preventing any change use (including within use classes) without the Council’s prior approval.”

In addition we also suggest that the City Council under the Localism Act 2011 immediately establishes a Register of Community Assets which also includes all the pubs as listed in Appendix 1, which we herewith nominate to be included. This Register will need to be consulted on and the earlier nominated community assets are successfully registered, the better they are protected and will be giving the local community the right to bid under the Act.

We urge the Council to strengthen the protection of our local pubs as important community elements making all neighbourhoods in Cambridge special to live, work and enjoy.”

A copy of Ms Gohler’s statement was circulated to councillors.

The Executive Councillor for Planning and Climate Change responded:

- i. Officers had advised that Article 4 would not protect pubs.
- ii. The Council's Register of Community Assets has been up and running for some time and is open to Cambridge Past, Present and Future, CAMRA or anyone else to nominate assets. However the City Council, by law, cannot nominate assets itself.

Re-ordering of the agenda

Under paragraph 4.2.1 of the Council Procedure Rules, the Mayor altered the order of the agenda to take agenda items 7b, 7c and 7d next. However, for the ease of the reader the minutes will follow the order of the printed agenda.

13/60/CNL To consider the recommendations of the Executive for Adoption

Mid-Year Financial Review (MFR) September 2013 (The Leader)

Council agreed that Executive recommendations 4(a) (Mid-Year Financial Review) and 4(b) (Treasury Management) would be considered together, with one debate, rather than separately.

The Mayor drew members attention to the final version of the MFR - incorporating the amended Appendix G(b) (Capital and Revenue Projects Hold List) as tabled and approved through Strategy and Resources on 30 September – as circulated around the Chamber.

Resolved (by 21votes to 0) to:

General Fund Revenue

- i. Agree the budget strategy, process and timetable for the 2014/15 budget cycle as outlined in Section 7 [pages 27 to 32 refer] and Appendix A of the MFR document.
- ii. Agree the revised General Fund revenue, funding and reserves projections as shown in Appendix D, and the associated decisions in Section 7 [pages 27 to 32 refer], of the MFR document.

Capital

- iii. Agree changes to the Capital & Revenue Projects Plan as set out in Section 6 [pages 24 to 26 refer] and proposed amendments to the plan as set out in Appendix G(a).
- iv. Agree the revised Capital & Revenue Projects Hold List, Plan and Funding as shown in Appendices G(b), G(c) and G(d), respectively, of the MFR document.

Other

- v. Approve the setting up of a new earmarked reserve “Keep Cambridge Moving” as detailed in Section 5 [pages 22 to 23 of the MFR document refer].

Mid-Year Financial Review (MFR) - Treasury Management Strategy Report 2013/14 to 2016/17 (The Leader)

Resolved (by 21 votes to 0) to:

i. Approve the changes to counterparty limits as set out below (and detailed in section 6 and Appendix A of the officer's report):

- Increase current single counterparty limits from £10m to £15m;

- Increase the counterparty group limit from £15m to £22.5m (1.5 times single counterparty limit);

- Increase HSBC Deposit Account limit by £4m to £20m;

- Apply a single counterparty Certificates of Deposit limit of **£10m**;

and;

- Apply a Money Market Fund limit of **£10m** per fund.

ii. Approve changes to the estimated Prudential & Treasury Indicators for 2013/14 to 2016/17, inclusive, as set out in Appendix E of the officers report

Housing Revenue Account Mid-Year Financial Review (Executive Councillor for Housing)

Resolved (by 21 votes to 0) to:

i. Agree the proposed changes in housing capital budgets, as detailed in Sections 6 and 7, and summarised in Appendix F, of the Housing Revenue Account Mid-year Financial Review (Business Plan Update) Document.

Additions to the Council's Capital and Revenue Project Plan (Executive Councillor for Customer Services and Resources)

Resolved (by unanimously) to:

- i. Approve the following schemes subject to resources being available to fund the capital and revenue costs:
 - Wide Area Network
 - Telephone payments upgrade and online payments Content Management System (CMS)

13/61/CNL To consider the recommendations of Committees for Adoption

Civic Affairs 19 September 2013

Budget Setting Timetable - proposals for 2014

Resolved (unanimously) to:

- i. Agree the timetable (attached to the Officer's report) for the Council's budget setting process for 2014 and the changes to the Council's Budget and Policy Framework Procedure Rules in Appendix B of the Officer's report to reflect these.

Implementation of national pay award - amendment to scheme of delegations

Resolved (unanimously) to:

- i. Agree a change in the scheme of delegation to remove the requirement for any action taken in pursuance of this delegation to the Director of Resources to be reported to the Civic Affairs Committee at its next meeting, and that instead Members be advised by the Director of Resources when such action has been taken, and a record of that advice be made available to the public.

13/62/CNL To deal with Oral Questions

1. Councillor Cantrill to the Leader of the Council

This year's living wage week is 3-9 November. At this meeting last year, the Council agreed a Liberal Democrat motion for it to explore implementing the living wage.

Can the Leader provide an update on the steps we have taken?

The Executive Councillor responded that:

- i. The living wage proposal was referred to the Strategy & Resources Scrutiny Committee and the Civic Affairs Committee in January 2013. Council had adopted the proposal in February 2013.
- ii. Referred to living wage policy details.
- iii. The policy had been applied to agency staff to date.
- iv. The living wage policy and employer consideration status would be reviewed at the Strategy & Resources Scrutiny Committee in January 2014 and Council in February 2014.
- v. The living wage policy for contractors was considered through the procurement process.

2. Councillor Johnson to the Executive Councillor for Community Wellbeing

The Liberal Democrat MP for Cambridge Julian Huppert was quoted in the House of Commons on 10th October as saying the City Council now has to cut into "muscle and bone". On that point, does the Executive Councillor for Community Wellbeing regret the 44% cut to CHYPPS, forced through on a casting vote by the 'Young Person's Champion', Cllr Kerr, and does she recognise also that the depth of the cut into the service's "muscle and bone" will have a monumental impact on service provision?

The Executive Councillor responded that she:

- i. Regretted the current financial situation where Central Government deficit required the Council to make savings.
- ii. Disagreed with Labour's policies for making savings.
- iii. Took issue with Councillor Johnson's comments at Community Services.

3. Councillor Herbert to the Executive Councillor for Planning and Climate Change

Will she and her colleagues block work on the proposed £173,000 Marque public art until it has been reported to Committee and a proper Council decision is made

a) whether the art and concept is good enough or not for Cambridge and for this 'prestigious' building?

and

b) whether Executive Councillors and Councillors support the spend of £173,000, which is a massive sum that could generate far better public art?

and can she share with the Council the main elements of the current £173,000 scheme, including the total amount being paid to and via the artist?

The Executive Councillor responded that:

- i. Public art at the site at the junction of Hills Road and Cherry Hinton Road, referred to by its developers as 'The Marque' is required under the provisions of the Section 106 agreement associated with the outline planning permission granted on this site in 2006. To meet the requirements of the agreement, the scheme must be in accordance with the Council's Public Art Supplementary Planning Document (SPD).
- ii. He would not block work on this public art proposal, because it is not the Council's role to commission, judge or veto on-site public art provided by developers under the terms of a Section 106 agreement. Such agreements require the developers of a site to provide public art to the value of 1% of the construction costs of the development. The Council's role is to ensure that the process by which developers do so is in accordance with the Council's Public Art Policy as set out in the Public Art Supplementary Planning Guidance of 2010. This document provides guidelines about the roles public art should fulfil, the process by which a public art scheme should be arrived at, and the means by which high quality should be achieved. It does not assign any role to the Council or its Officers in comparing a submitted public art proposal with possible alternatives or in selecting an artefact or event to be implemented. Judgements on whether a particular piece of public art is 'good enough'

for the site or the city, or 'better' than any other piece of art are subjective, and it is not appropriate for the Council or its officers to approve or veto public art proposals on that basis.

- iii. In the view of the Public Art Co-ordinator and the Planning Case Officer for the site, the developers on this site have followed the guidelines of the Public Art SPD in an appropriate manner. They have engaged experienced and successful public art consultants, set out an appropriate artists' brief, invited proposals from artists, assessed shortlisted projects thoroughly, and commissioned an artist with an international reputation. Most importantly, they have, as recommended by the Public Art SPD, involved local stakeholders in the process of reaching a final scheme. Advice was sought from Councillor Herbert, among others, about inviting members of the community to join the Steering Group for this scheme. The Public Art Co-ordinator and the Planning Case Officer are both of the view that subject to checking of the scheme and construction costs, the public art proposal meets the requirements of the Section 106 agreement.
- iv. The proposal itself requires planning permission, because it is 'development' within the meaning of the Town and Country Planning Act 1990. A planning application has been submitted, and is due to be determined at Planning Committee on 6th November. This decision must be made solely on whether the proposal is acceptable as development and in accordance with the development plan. It cannot be made on the basis of a judgement on the proposal's artistic worth, or on the basis of a comparison between this scheme and any other possible ways of meeting the requirements of the Section 106 agreement.

4. Councillor Dryden to the Executive Councillor for Housing

Recently the elderly residents that were moved out of their homes from the Colville and Augers Road bungalows received redirected a letter from the city council stating that their old homes were going to be upgraded, this just a few days before the Planning Committee gave permission for their old homes to be demolished. How did this blunder happen?

The Executive Councillor responded:

- i. Letters had been issued in error by Estates and Facilities to 4 properties in Augers Road, indicating that electrical rewiring work was due to be undertaken as part of the annual housing maintenance investment programme.

- ii. Officers have apologised for the error occurring and I have been assured that improvements have been made to the appropriate information systems, so as to ensure that such an error does not occur again in future.
- iii. Housing Officers and the Executive Councillor were also upset at the distress caused to residents.

5. Councillor Pitt to the Executive Councillor for Community Wellbeing

Does the Executive Councillor agree that the Arts Picture House plays a unique role in the cultural landscape in Cambridge?

The Executive Councillor responded:

- i. Agreed that the Arts Picture House played a unique role in the cultural landscape in Cambridge.
- ii. Acknowledged that when the old Arts Cinema had closed down, the Arts Picture House had filled the void.
- iii. Expressed concern regarding the decision of the Competition Commission, and felt that it would result in less choice in the city, not more.
- iv. Hoped that the closure could be prevented.

6. Councillor Pippas to the Executive Councillor for Environmental and Waste Services

The Street Champion Coordinator has been in post for some time. Can the Executive Councillor report what they have been doing and what events are planned?

The Executive Councillor responded that:

- i. The Street Champion Coordinator had been very busy in the community and has been developing a sound base for the Street Champion Scheme.
- ii. The first three Street Champion volunteers had been signed up in Arbury with many more expressions of interest including two further possible volunteers to focus on dog ownership issues.
- iii. With a proper application process it can take a while depending on the speed of volunteers filling in paperwork.

- iv. The Street Champion Coordinator has made contact with community centres and would be developing community contacts by working with, and being present at, the centres.
- v. Twitter was fully active @StreetChamps and updates were being provided on a regular basis.
- vi. Facebook is in the process of being developed more fully and would play a part for established members.
- vii. At the moment there is particular focus on The Meadows, Browns Field and Trumpington Community Centres.
- viii. Eight events were planned before Christmas with Litter Picks and Dog Fouling education patrols all brought about through the interest in the Street Champions scheme.
- ix. The following events are planned for Tuesdays and Saturdays for the next two months:

- East Chesterton – Litter picks, 11am on Saturdays 9th November and 7th December, Browns Field Youth and Community Centre.
- Trumpington - Litter picks, 11am on Tuesdays 19th November, 10th December Trumpington Community Centre.
- Arbury – Litter picks, 11am on Saturdays 30th November, and 14th December Meadows Community Centre.
- Arbury/West Chesterton – Dog fouling education patrol, 10am Tuesdays 26th November, and 17 December around Mere Road/Carlton Road.

7. Councillor Ashton to the Executive Councillor for Housing

Following the coalition's report that not enough bungalows are being built for the elderly that are proven to help community values do you regret this Council's decision to demolish the bungalows in Cherry Hinton and also those in East Chesterton?

The Executive Councillor responded that:

- i. Older people now require different forms of housing and many local authority bungalows are too small to meet their needs.
- ii. Between July and September 2012 40% of Home Link bidders were successful, which indicates that we have a good range of properties to rehome people.

- iii. Due to their size, a number of houses designed for older people have been let to younger people

8. Councillor Moghadas to the Executive Councillor for Community Wellbeing

Has the Executive Councillor for Community Wellbeing told GLL that she supports removing the Health Suite from Parkside Pools and when did the community and councillors and committee get a say?

The Executive Councillor responded that:

- i. Usage of the Health Suite had decreased and was only used by a very small number of Cambridge residents.
- ii. A report on the awarding of the Leisure Management Contract was brought to the Community Services Scrutiny Committee on 25 June 2013. The change of use of the Health Suite was discussed in detail and the Committee supported the recommendations.

The following Oral Questions were also tabled, but owing to the expiry of the period of time permitted, were not covered during the meeting:

9. Councillor Price to the Executive Councillor for Housing

Can the Executive Councillor for Housing please tell us her current position on the bedroom tax/spare room subsidy?

10. Councillor Reid to the Leader

What response was made on behalf of the Council to the government's recent consultation on the proposal to remove some of the New Homes Bonus expected by councils for local investment in their communities, and give it to the Local Enterprise Partnerships?

11. Councillor Tucker to the Executive Councillor for Public Places

Could the Executive Councillor for Public Places please update us on the Parkers Piece lighting project?

12. Councillor Rosenstiel to the Executive Councillor for Planning and Climate Change

Can the Executive Councillor advise the progress on the return of joint decision-making arrangements for traffic matters in the city?

13. Councillor Owers to the Executive Councillor for Public Places

Can the Executive Councillor explain how the Cambridge BID interacts with the two town centre City Rangers, the city street cleaning team, and the new Rapid Response Team?

14. Councillor Moghadas to the Executive Councillor for Community Wellbeing

Does the Executive Councillor for Community Wellbeing share our commitment that staff delivering Council services should receive at least the living wage, and also that new contractors should not arbitrarily remove staff entitlements?

15. Councillor Ashton to the Executive Councillor for Community Wellbeing

What is the Council doing to celebrate the 50th Folk Festival next year.

This event that began as a local event and is now recognised as a National / International Event. Not only is it a wonderful event for all ages but has brought in considerable revenue over the years to this Council that has been used to subsidise other music events in the city. It has been mooted for some kind of memorial to the local man who started it all off Ken Woollard.

16. Councillor Dryden to the Executive Councillor for Public Places

Since you have disbanded the Public Arts Panel can you give us update where we are now to achieve the Parkers Piece project to celebrate the first FA written rules which were played here?

17. Councillor Johnson to the Executive Councillor for Housing

Can the Executive Councillor for Housing update Council on the most up-to-date figure of the total number of those on the Housing Needs Register?

18. Councillor Owers to the Executive Councillor for Environmental and Waste Services

Can the Executive Councillor give an update on the Rapid Response Team, and how the service will be advertised to the public?

19. Councillor Herbert to the Executive Councillor for Planning and Climate Change

What are the Council and the County Council doing to ensure that Brookgate deliver on their transport obligations and their promised £2.4 million transport contribution, should further stages of CB1 proceed?

13/63/CNL To consider the following Notices of Motion, notice of which has been given by:

13/63a/CNL Councillors Price and Blencowe

Under Part 4a Paragraph 26.1 of the Council's Constitution, and with the consent of Council, Councillor Price made a minor amendment to the published Motion.

Councillor Price proposed and Councillor Blencowe seconded the following motion:

"This Council is committed to maximising the delivery of affordable housing in Cambridge given the thousands of Cambridge households in serious housing need.

We call on the Coalition Government and our 2 Cambridge MPs to achieve the removal of all provisions that damage local affordable housing delivery, particularly the repeal of the new Growth and Infrastructure Act 2013 'get out clauses' which gift the opportunity to some Cambridge developers to delete all affordable housing from their schemes."

Resolved (unanimously) that the motion be agreed as set out above.

13/63b/CNL Councillor Dryden

Councillor Dryden proposed and Councillor Todd-Jones seconded the following motion:

“Following on from the Interim Planning Policy Guidance on the Protection of Public Houses in the City of Cambridge and the related policies in the draft Cambridge Local Plan 2014, the Council calls upon the Executive Councillor for Planning and Climate Change to designate, under article 4 of the Town and Country Planning General Permitted Development Order 1995, removing the right to demolish public houses within the City without the Council's prior approval.”

Councillor Reid proposed and Councillor Rosenstiel seconded the following amendment:

Delete all and replace with:

"Council notes

- (1) the evidence base represented by the Cambridge Public House Study
- (2) the measures taken, based on that evidence, to protect public houses in Cambridge in the Interim Planning Policy Guidance
- (3) that similar measures are being taken forward in the draft Cambridge Local Plan 2014.

Council further notes the national recognition given to its pioneering work in this field by

- (i) the Campaign for Real Ale (CAMRA)
- (ii) the All Party Parliamentary Save the Pub Group

each of who has asked the Executive Councillor for Planning and Climate Change to make a presentation to them concerning this work.

However, being aware that

(A) there is currently no protection against the demolition of pubs outside conservation areas

(B) ministers' response to lobbying on this issue has to date been to recommend that councils use Article 4 Directions to require planning permission before pubs outside conservation areas can be demolished

Council

(a) encourages the Executive Councillor for Planning and Climate Change in his continuing efforts to lobby government for changes in planning law to make it easier to protect pubs

(b) welcomes the report that the Executive Councillor for Planning and Climate Change is bringing to the January 2014 meeting of the Environment Scrutiny Committee covering the use of Article 4 Directions to control the demolition of pubs outside conservation areas."

On a show of hands the amendment was carried by 21 votes to 0.

Resolved (unanimously) that:

Council notes

(1) the evidence base represented by the Cambridge Public House Study

(2) the measures taken, based on that evidence, to protect public houses in Cambridge in the Interim Planning Policy Guidance

(3) that similar measures are being taken forward in the draft Cambridge Local Plan 2014.

Council further notes the national recognition given to its pioneering work in this field by

(i) the Campaign for Real Ale (CAMRA)

(ii) the All Party Parliamentary Save the Pub Group

each of who has asked the Executive Councillor for Planning and Climate Change to make a presentation to them concerning this work.

However, being aware that

(A) there is currently no protection against the demolition of pubs outside conservation areas

(B) ministers' response to lobbying on this issue has to date been to recommend that councils use Article 4 Directions to require planning permission before pubs outside conservation areas can be demolished

Council

(a) encourages the Executive Councillor for Planning and Climate Change in his continuing efforts to lobby government for changes in planning law to make it easier to protect pubs

(b) welcomes the report that the Executive Councillor for Planning and Climate Change is bringing to the January 2014 meeting of the Environment Scrutiny Committee covering the use of Article 4 Directions to control the demolition of pubs outside conservation areas.

13/63c/CNL Councillors Saunders and Dryden

Councillor Saunders proposed and Councillor Dryden seconded the following motion:

“The Council resolves to appoint His Honour Judge Gareth Hawkesworth to the post of Honorary Recorder of Cambridge for as long as he holds the position of Resident Judge at Cambridge Crown Court.”

Resolved (unanimously) that the motion be agreed as set out above.

13/63d/CNL Councillors O'Reilly and Roberts

Councillor O'Reilly proposed and Councillor Roberts seconded the following motion:

“Protecting Allotments

- i. This Council notes that in December 2008 this Council unanimously agreed a Labour motion in support of the importance of allotments in the City, the unmet demand for allotments and fulfilling the Council's duty to make available suitable and sufficient allotments to meet the needs of residents. Subsequently in October 2010 the then Executive Councillor for Arts and Recreation, Cllr Rod Cantrill, approved a new Management Policy for Allotments setting out what the Council wanted to achieve from its allotments provision in the City at Community Services Scrutiny Committee.
- ii. The Council further notes that the City Council owns 22 allotment sites, managing 8 of them directly, and that demand for them continues to grow. It considers that allotments are a unique resource and an intrinsic part of the City's green spaces with significance for wildlife and biodiversity and providing many and socially inclusive benefits to allotment gardeners, communities and the wider environment. At a time of real financial hardship for many, they can also provide high quality, fresh and low cost food and the opportunity for a year-round healthy and active lifestyle.
- iii. Cambridge is a city where there is significant and ever increasing pressure for land to be developed for housing, education and employment purposes.
- iv. The Council notes that whilst Policy 67 of the draft new Local Plan offers good protection of open spaces in Cambridge, including allotments, the formal designation of an allotment site as 'statutory' rather than 'temporary' is also very important since, under Section 8 of the Allotments Act 1925, statutory status gives the further safeguard that a local authority must seek permission from the Secretary of State before selling or changing the use of a 'statutory' site. It also provides allotment tenants with greater confidence in their tenure. It is likely that many of the Council's allotment sites are 'statutory' sites but no formal designation has ever been given to them and so where any request for

redevelopment or change of use is made, each site would have to be researched individually to determine its status.

- v. The Council therefore resolves to bring a report to Environment Scrutiny Committee, in line with the recommendation from the government some years ago, with the recommendation that all the City's current allotments and any future ones acquired or created in the urban extensions, be automatically formally designated as 'statutory' sites, and that in the event that any sites are suggested not to be given statutory status, details should be provided of the final use intended for the land and an indication of the likely date for change of use."

Councillor Reiner proposed and Councillor Ward seconded the following amendment:

"Protecting Allotments

- i. This Council notes that in December 2008 this Council unanimously agreed a ~~Labour~~ motion in support of the importance of allotments in the City, the unmet demand for allotments and fulfilling the Council's duty to make available suitable and sufficient allotments to meet the needs of residents. Subsequently in October 2010 the then Executive Councillor for Arts and Recreation, Cllr Rod Cantrill, approved a new Management Policy for Allotments setting out what the Council wanted to achieve from its allotments provision in the City at Community Services Scrutiny Committee.
- ii. This Council notes that during his tenure as Executive Councillor for Arts and Recreation, Cllr Cantrill invested in additional allotments off Kendal Way in East Chesterton and on Empty Common in Trumpington, and that this Council has demonstrated a longstanding commitment to supporting allotments.
- iii. This council notes that the new urban extensions in Clay Farm, Glebe Farm, Trumpington Meadows, Bells School, NIAB, North West Cambridge, and City Football Club all have allotment provision.
- iv. This Council notes that the City Council has already begun work looking at the status of allotments generally, as part of the licensing renewal process.

- v. The Council further notes that the City Council owns 22 allotment sites, managing 8 of them directly, and that demand for them continues to grow. It considers that allotments are a unique resource and an intrinsic part of the City's green spaces with significance for wildlife and biodiversity and providing many and socially inclusive benefits to allotment gardeners, communities and the wider environment. At a time of real financial hardship for many, they can also provide high quality, fresh and low cost food and the opportunity for a year-round healthy and active lifestyle.
- vi. Cambridge is a city where there is significant and ever increasing pressure for land to be developed for housing, education and employment purposes.
- vii. The Council notes that whilst Policy 67 of the draft new Local Plan offers good protection of open spaces in Cambridge, including allotments, the formal designation of an allotment site as 'statutory' rather than 'temporary' is also very important since, under Section 8 of the Allotments Act 1925, statutory status gives the further safeguard that a local authority must seek permission from the Secretary of State before selling or changing the use of a 'statutory' site. It also provides allotment tenants with greater confidence in their tenure. It is likely that many of the Council's allotment sites are 'statutory' sites but no formal designation has ever been given to them and so where any request for redevelopment or change of use is made, each site would have to be researched individually to determine its status.
- viii. The Council therefore resolves to bring a report to Environment Scrutiny Committee:
- a. setting out ways that City Council could strengthen protection of allotments, including formally designating them as statutory;
 - b. recommending that more work to be done to establish which current sites are statutory and which are not;
 - c. recommending that, in the event that any current allotments are found to be temporary, that the committee consider re-designation of such temporary sites as statutory;
 - d. recommending that future allotments acquired or created in urban extensions be formally designated as statutory sites; and
 - e. recommending that, in the event that any current or future sites are suggested not to be given statutory status, details be provided of the final use intended for the land and an indication of the likely date for

change of use, however at the time of this motion the Council notes that it is not aware of any such proposals.

~~in line with the recommendation from the government some years ago, with the recommendation that all the City's current allotments and any future ones acquired or created in the urban extensions, be automatically formally designated as 'statutory' sites, and that in the event that any sites are suggested not to be given statutory status, details should be provided of the final use intended for the land and an indication of the likely date for change of use."~~

On a show of hands the amendment was carried unanimously.

Resolved (unanimously) that:

"Protecting Allotments

- i. This Council notes that in December 2008 this Council unanimously agreed a motion in support of the importance of allotments in the City, the unmet demand for allotments and fulfilling the Council's duty to make available suitable and sufficient allotments to meet the needs of residents. Subsequently in October 2010 the then Executive Councillor for Arts and Recreation, Cllr Rod Cantrill, approved a new Management Policy for Allotments setting out what the Council wanted to achieve from its allotments provision in the City at Community Services Scrutiny Committee.
- ii. This Council notes that during his tenure as Executive Councillor for Arts and Recreation, Cllr Cantrill invested in additional allotments off Kendal Way in East Chesterton and on Empty Common in Trumpington, and that this Council has demonstrated a longstanding commitment to supporting allotments.
- iii. This council notes that the new urban extensions in Clay Farm, Glebe Farm, Trumpington Meadows, Bells School, NIAB, North West Cambridge, and City Football Club all have allotment provision.
- iv. This Council notes that the City Council has already begun work looking at the status of allotments generally, as part of the licensing renewal process.
- v. The Council further notes that the City Council owns 22 allotment sites, managing 8 of them directly, and that demand for them continues to grow. It considers that allotments are a unique resource and an intrinsic part of the City's green spaces with significance for wildlife and biodiversity and providing many and socially inclusive benefits to

allotment gardeners, communities and the wider environment. At a time of real financial hardship for many, they can also provide high quality, fresh and low cost food and the opportunity for a year-round healthy and active lifestyle.

- vi. Cambridge is a city where there is significant and ever increasing pressure for land to be developed for housing, education and employment purposes.
- vii. The Council notes that whilst Policy 67 of the draft new Local Plan offers good protection of open spaces in Cambridge, including allotments, the formal designation of an allotment site as 'statutory' rather than 'temporary' is also very important since, under Section 8 of the Allotments Act 1925, statutory status gives the further safeguard that a local authority must seek permission from the Secretary of State before selling or changing the use of a 'statutory' site. It also provides allotment tenants with greater confidence in their tenure. It is likely that many of the Council's allotment sites are 'statutory' sites but no formal designation has ever been given to them and so where any request for redevelopment or change of use is made, each site would have to be researched individually to determine its status.
- viii. The Council therefore resolves to bring a report to Environment Scrutiny Committee:
 - a. setting out ways that City Council could strengthen protection of allotments, including formally designating them as statutory;
 - b. recommending that more work to be done to establish which current sites are statutory and which are not;
 - c. recommending that, in the event that any current allotments are found to be temporary, that the committee consider re-designation of such temporary sites as statutory;
 - d. recommending that future allotments acquired or created in urban extensions be formally designated as statutory sites; and
 - e. recommending that, in the event that any current or future sites are suggested not to be given statutory status, details be provided of the final use intended for the land and an indication of the likely date for change of use, however at the time of this motion the Council notes that it is not aware of any such proposals.

13/63e/CNL Councillor Smart

Councillor Smart proposed and Councillor Roberts seconded the following motion:

“This Council notes that:

- i. The Office of National Statistics (ONS) has launched a consultation about the future of the National Census.
- ii. An option being considered is that information is collated from administrative data already held by Government and the National Census every ten years is abolished.
- iii. Government formulas use population as a factor when calculating grants to local authorities, the NHS, the police and many other public bodies.
- iv. Models, samples and estimates need regular independent checking to make them as accurate as possible.

Council further notes that:

- v. The ONS introduced a new model of estimating population in 2011 which under-estimated the population of Cambridge by 18,400.
- vi. The estimates done by the Cambridgeshire County Council's Research group were higher and (as shown by the Census) more accurate.
- vii. The DCLG only accepted the higher, more accurate, figure when the 2011 census data was released.
- viii. The ONS is continuing to use a variant of the model to estimate the population both of the city and of the sub-region and there is already a gap between the ONS and County estimates.

Therefore Council asks that the Chief Executive write to:

- ix. The Office of National Statistics to express our concern at the loss of the National Census as it has proved to be necessary to correct inaccurate estimates.

- x. The MPs for the City to express our concern that, if the Census is discontinued, there will cease to be this regular independent check.”

Resolved (unanimously) that the motion be agreed as set out above.

13/64/CNL Written Questions

Member noted the written questions and answers circulated around the chamber.

The meeting ended at 10.45 pm

CHAIR

<p style="text-align: center;">RECOMMENDATION TO COUNCIL (EXECUTIVE COUNCILLOR FOR HOUSING – COUNCILLOR SMART)</p>

Housing Revenue Account Budget Setting Report

The HRA Budget-Setting Report provides an overview of the review of the key assumptions. It sets out the key parameters for the detailed recommendations and final budget proposals, and is the basis for the finalisation of the 2013/14 revised and 2014/15 budgets.

The HRA Budget Setting Report was presented to a meeting of Community Services Scrutiny Committee on 16th January 2014, where the Housing Capital Investment Plan, including capital bids and associated funding proposals was considered.

At a special meeting also on 16th January 2014, Housing Management Board considered the HRA Budget Setting Report, scrutinising proposals for both the review of rents and service charges and revenue bids and savings, which form part of the HRA budget, both revised for 2013/14 and for 2014/15 and beyond. Following deliberation the Executive Councillor for Housing took a view (in respect of both rents and service charges and the revenue budget) which materially differed to that of the Housing Management Board. Under 2.5 of Part 4D Executive Procedure Rules of the Council's Constitution, the matter was referred to the Leader of the Council for Decision.

The Community Services Scrutiny Committee considered and approved the recommendations regarding the Housing Capital Investment Plan, including capital bids and associated funding proposals by 4 votes to 0.

Accordingly, Council is recommended to:

Treasury Management

- i. Approve the revised approach to treasury management, setting-aside a proportion of the surpluses generated over the life of the Business Plan to allow for potential debt redemption, but re-investing up to 75% of the surplus generated in the acquisition or development of new affordable housing, as outlined in Section 7 of the HRA Budget Setting Report.

Housing Capital

- ii. Approve the capital bids, shown in Appendix H of the HRA Budget Setting Report, to include resource to implement the Cambridge Public Sector Network across housing offices, to purchase an additional module for the Housing Management Information System, to undertake emergency water mains replacement at Kingsway and to carry out remedial works to a specific HRA dwelling and the surrounding block.
- iii. Approve the re-phasing of £15,000 of resource between 2014/15 and 2013/14 to complete communal floor covering works to an entire block whilst the relevant equipment is on site.
- iv. Approve the re-phasing of funding for UPVC window replacements of £500,000 from 2014/15 and £850,000 from 2015/16 into later years in the Housing Capital Investment Plan, recognising that it was too early to move to a full investment standard.
- v. Approve the re-phasing of £250,000 from 2014/15 to 2015/16 in respect of the communal areas uplift, recognising that the full programme of works had not yet been finalised.
- vi. Approve the gross funding of £16,210,000 for the development of the affordable housing project at Clay Farm, in line with the scheme specific report being presented to Community Services in January 2014, which assumes 75% affordable rented and 25% shared ownership housing.
- vii. Approve the funding of £2,875,000 for the provisional purchase of 13 market housing units on the garage re-development sites (or other units of existing market housing), recognising this as an appropriate use of retained right to buy receipts.
- viii. Approve the earmarking of the required level of additional funding for new build investment in 2016/17 and 2017/18 to ensure that the anticipated level of future retained right to buy receipts can be appropriately utilised.
- ix. Approve the revised Housing Capital Investment Plan as shown in Appendix M of the HRA Budget Setting Report.
- x. Approve a provisional addition to the Housing Capital Allowance of £30,591,000 in respect of anticipated qualifying expenditure in 2014/15.



Council Meeting

27 February 2014

Agenda Item 5

Budget Papers 2014/15

Agenda Item 5: TO CONSIDER BUDGET RECOMMENDATIONS OF THE EXECUTIVE FOR ADOPTION:

Budget-Setting Report (BSR) 2014/15:

- a) Executive Amendment and Recommendations
- b) Labour Group Amendment

Refers to Budget-Setting Report (Version 3 – Council) which can be found via the Council agenda page:

<http://democracy.cambridge.gov.uk/ieListDocuments.aspx?CId=116&MId=2463&Ver=4>

The rules of debate contained in the Council Procedure Rules shall be modified in respect of the Budget Council Meeting as follows:

- 1) The Executive shall present its budget recommendations. A period of 45 minutes is allowed for this, extendable at the discretion of the Mayor. The format and mode of the presentation is for the Executive to decide.
- 2) The Labour Group may then present its alternative budget. A period of 45 minutes is allowed, extendable at the discretion of the Mayor. The format and mode of the presentation is for the Labour Group to decide.
- 3) In a departure from the Rules, the Mayor will then afford Councillor Hipkin up to 5 minutes to make a budget statement.
- 4) The Labour Group's alternative budget will then be moved as an amendment to replace the Executive recommendation. It will be debated in the usual way, and will be deemed to have been moved and seconded.
- 5) At the conclusion of the debate, a vote will be taken for and against the alternative budget.
- 6) If the Labour Group's alternative budget is voted down, the Labour Group Leader may ask for separate votes to be taken on individual proposals within the alternative budget, but there shall be no further debate.
- 7) Where individual amendments have been submitted by councillors, these will then be debated in the usual way. However, where they are to the same effect as something in the alternative budget, they shall be considered at the same time as the alternative budget, with the proposer being able to ask for a separate vote in accordance with paragraph 6.
- 8) After consideration of amendments the Executive's budget proposals will be debated in the usual way but, subject to paragraph 9) below, no amendments may be moved.
- 9) If the Executive's budget is rejected, amendments and alternative proposals may be made as under the present rules, subject to the dispute resolution provisions set out in the Budget and Policy Framework Procedure Rules contained in Part 4C of the Constitution.



Council Meeting

27 February 2014

Agenda Item 5 (a)

Budget Papers 2014/15

The Executive

RECOMMENDATION TO COUNCIL (The Executive)
--

Budget-Setting Report (BSR) 2014/15

Recommendations of the Executive, which met on 23 January 2014, are set out below (now incorporating amendments which were considered at Strategy and Resources Scrutiny Committee on 7 February 2014) and the resulting effects and financial implications have been incorporated into the **Budget-Setting Report (Version 3 - Council)**. This updates the Budget-Setting Report (Version 1) which originally went to Strategy & Resources Scrutiny Committee on 20 January 2014.

Unless otherwise specified, all references in the recommendations to Appendices, pages and sections relate to the updated version of the Budget-Setting Report (Version 3 - Council). This can be found via the Council agenda page:

<http://democracy.cambridge.gov.uk/ieListDocuments.aspx?CId=116&MIId=2463&Ver=4>

Accordingly, Council is recommended to:

General Fund Revenue Budgets: [Section 4, page 39 refers]

Budget 2013/14:

- a) Approve the revised budget items shown in Appendix C(a).
- b) Approve the Non-Cash Limit budget items for 2013/14 as shown in Appendix C(b).
- c) Approve the overall revised budget for 2013/14 for the General Fund, as shown in Section 4 [page 39 refers] and Appendix D(a).

Budget 2014/15:

- d) Approve any recommendations for submission to the Executive in respect of:
 - Non-Cash Limit items as shown in Appendix C(b).
 - Revenue Savings and Bids as shown in Appendix C(c), (d) & (e).
 - Priority Policy Fund (PPF) Bids as shown in Appendix C(f) – based on the position as outlined in Section 4 [page 48 refers].
 - Bids to be funded from External or Earmarked Funds as shown in Appendix C(g).

- e) Note the Council Tax taxbase, as set out in Appendix B(a), as calculated and determined by the Director of Resources under delegated authority.
- f) Approve the level of Council Tax for 2014/15 as set out in Section 3 [page 32 refers].

*Note that the Cambridgeshire Police and Crime Panel met on 5 February 2014 to consider the precept proposed by the Police and Crime Commissioner, Cambridgeshire & Peterborough Fire Authority met on 13 February 2014 and Cambridgeshire County Council will meet on 18 February 2014 to consider the amounts in precepts to be issued to the City Council for the year 2014/15. **Appendix B(b) will be updated for the decisions made.***

Treasury Management: [Section 6, page 63 refers]

- g) Approve:
 - (i) the Prudential Indicators as set out in Appendix M(a) and to confirm that the Authorised Limit for external borrowing determined for 2014/15 will be the statutory limit determined under section 3 of the Local Government Act 2003,
 - (ii) delegation to the Section 151 officer, within the borrowing totals for any financial year within (i) above, to effect movement between the separately agreed figures for 'borrowing' and 'other long term liabilities',
 - (iii) the Treasury Management Annual Borrowing and Investment Strategies set out in Appendices M(b) and M(c) , and
 - (iv) the Council's Counterparty List shown in Appendix M(c), Annex 1.

Other Revenue:

- h) Delegate to the Section 151 officer the authority to finalise changes relating to any corporate and/or departmental restructuring and any reallocation of support service and central costs, in accordance with the CIPFA Service Reporting Code of Practice for Local Authorities (SeRCOP).

Capital: [Section 5, page 47 refers]

Capital & Revenue Projects Plan: [Section 5, page 51 refers]

- i) Approve project appraisals and new programmes that have been referred by Executive Councillors:
 - (i) Project appraisals that have been referred by Executive Councillor for Public Places (for schemes already in the capital and revenue projects plan):
 - i. Parker's Piece Lighting
 - ii. Jesus Green Footpath / Cycleway Improvements
 - iii. Perne Road / Radegund Road Roundabout
 - iv. City Centre Cycle Parking Project
 - (ii) To set up new capital programmes and associated remits within the following portfolios:
 - i. Customer Services & Resources - Additional investment in Commercial Property Portfolio
 - ii. Public Places - Local Centres Improvement Programme - see (new) remit below:

PR037 – Local Centres Improvement Programme

Approved Timescale: 2014/15 to 2019/20

Lead Officer: Andy Preston

Remit: To undertake schemes to improve the quality of the public realm at Local Centres, aiming to lift pride in the environment for residents and traders and to encourage parallel investment in private businesses. At least three schemes will be delivered, subject to full public consultation and will deliver environmental and public realm improvements.

Outcomes: Successful delivery of three Local Schemes of between £200k - £340k per scheme by 2019/20.

- j) Approve the bids outlined in Appendix G(a) & (b) for approval to include in the Capital Plan, or put on the Hold List, including any additional use of reserves required.
- k) Approve the carry forward of resources from 2013/14, resulting from variances as detailed in Appendix G(c), to fund re-phased capital spending.
- l) Approve the revised Capital & Revenue Projects Plan as set out in Appendix G(d), the Hold list set out in Appendix G(e), and the Funding as set out in Appendix G(f) for the General Fund.

Note that the Appendices include new bids and the rephrasing included in the above recommendations.

General Fund Reserves:

- m) Note the impact of revenue and capital budget approvals and approve the resulting level of reserves to be used to:
 - (i) support the 2013/14 budget
 - (ii) support the 2014/15 and future year's budgets.

as set out in Appendix D(c).

Other:

- n) **Local Retention of Business Rates:** approve establishing an earmarked reserve for retained business rates in order to manage the accounting implications of the Government's Business Rates Retention scheme.

Appendix B(b)

Council Tax Setting 2014/15

(To be updated for Council)

1. The Council calculated its Council Tax Base 2014/15 for the whole Council area as **38,675.1** [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]
2. The Council calculates that the Council Tax requirement for the Council's own purposes for 2014/15 is **£6,702,010**
3. That the following amounts be calculated for the year 2014/15 in accordance with Sections 31 to 36 of the Act:
 - (a) **£173,622,350** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act
 - (b) **£166,920,340** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act
 - (c) **£6,702,010** being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. [Item R in the formula in Section 31B of the Act]
 - (d) **£173.29** being the amount at 3(c) above (Item R), all divided by the amount at 1 above (Item T), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year.
4. To note that Cambridgeshire County Council, the Cambridgeshire Police and Crime Commissioner and Cambridgeshire & Peterborough Fire Authority *have issued precepts / will be issuing precepts* to the Council in accordance with Section 40 of the Local

Government Finance Act 1992 for each of the categories of dwellings in the Council's area as indicated in the table below *(which will updated for Council)*.

5. That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the table below as the amounts of Council Tax for 2014/15 for each of the categories of dwellings in the Council's area.

Dwelling Band	City Council £	County Council £	Police and Crime Commissioner £	Fire & Rescue Authority £	Aggregate Council Tax £
A					
B					
C					
D					
E					
F					
G					
H					

6. The Council determines that, in accordance with Section 52ZB of the Local Government Finance Act 1992, the basic amount of its council tax for 2014/15 is not excessive.



Council Meeting

27 February 2014

Agenda Item 5

Budget Papers 2014/15

Agenda Item 5: TO CONSIDER BUDGET RECOMMENDATIONS OF THE EXECUTIVE FOR ADOPTION:

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- b) Labour Group Amendment

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- 2) The Labour Group may then present its alternative budget. A period of 45 minutes is allowed, extendable at the discretion of the Mayor. The format and mode of the presentation is for the Labour Group to decide.
- 3) In a departure from the Rules, the Mayor will then afford Councillor Hipkin up to 5 minutes to make a budget statement.
- 4) The Labour Group's alternative budget will then be moved as an amendment to replace the Executive recommendation. It will be debated in the usual way, and will be deemed to have been moved and seconded.
- 5) At the conclusion of the debate, a vote will be taken for and against the alternative budget.
- 6) If the Labour Group's alternative budget is voted down, the Labour Group Leader may ask for separate votes to be taken on individual proposals within the alternative budget, but there shall be no further debate.
- 7) Where individual amendments have been submitted by councillors, these will then be debated in the usual way. However, where they are to the same effect as something in the alternative budget, they shall be considered at the same time as the alternative budget, with the proposer being able to ask for a separate vote in accordance with paragraph 6.
- 8) After consideration of amendments the Executive's budget proposals will be debated in the usual way but, subject to paragraph 9) below, no amendments may be moved.
- 9) If the Executive's budget is rejected, amendments and alternative proposals may be made as under the present rules, subject to the dispute resolution provisions set out in the Budget and Policy Framework Procedure Rules contained in Part 4C of the Constitution.



Council Meeting

27 February 2014

Agenda Item 5 (b)

Budget Papers 2014/15

Labour Amendment

RECOMMENDATION TO COUNCIL (Labour Amendment)

Budget-Setting Report (BSR) 2014/15

Recommendations of the Executive, which met on 23 January 2014, are set out below (now incorporating amendments which were considered at Strategy and Resources Scrutiny Committee on 7 February 2014) and the resulting effects and financial implications have been incorporated into the **Budget-Setting Report (Version 3 - Council)**. This updates the Budget-Setting Report (Version 1) which originally went to Strategy & Resources Scrutiny Committee on 20 January 2014 *with Labour amendments in bold italics*.

Unless otherwise specified, all references in the recommendations to Appendices, pages and sections relate to the updated version of the Budget-Setting Report (Version 3 - Council). This can be found via the Council agenda page:

<http://democracy.cambridge.gov.uk/ieListDocuments.aspx?CId=116&MIId=2463&Ver=4>

Accordingly, Council is recommended to:

General Fund Revenue Budgets: [Section 4, page 39 refers]

Budget 2013/14:

- a) Approve the revised budget items shown in Appendix C(a).
- b) Approve the Non-Cash Limit budget items for 2013/14 as shown in Appendix C(b), **together with the changes in the attached Labour Budget Amendment - Supplement to Appendix C(b)**.
- c) Approve the overall revised budget for 2013/14 for the General Fund, as shown in Section 4 [page 39 refers] and Appendix D(a).

Budget 2014/15:

- d) Approve:
 - Non-Cash Limit items as shown in Appendix C(b).
 - Revenue Savings and Bids as shown in Appendix C(c), (d) & (e), **together with the changes in the attached Labour Budget Amendment - Supplement to Appendix C(d) and C(e)**.
 - Priority Policy Fund (PPF) Bids as shown in Appendix C(f) – based on the position as outlined in Section 4 [page 48 refers].

- Bids to be funded from External or Earmarked Funds as shown in Appendix C(g), **together with the changes in the attached Labour Budget Amendment - Supplement to Appendix C(g).**
- **Bids, in the (new) attached Labour Budget Amendment - Supplement to Appendix C(h).**
- **Fixed-Term Priority Project Fund, in the (new) attached Labour Budget Amendment - Supplement to Appendix C(i).**
- **Replace the wording for the new PPF3500 with wording shown in FPPF1 in the Labour Amendment, namely:**

“The City Centre is becoming increasingly difficult to access and navigate, particularly for the elderly, the infirm and the disabled. This review would consider issues such as advertising boards and street cafes blocking pavements, poor and uneven pavements, location and availability of disabled parking bay, and particular issues faced by some groups such as the deaf and blind. This project would involve increasing the accessibility officer post to a FTE post for 1 year and a small projects budget. It will require partnership working with the planning department, the county council, the Cambridge BID, the city centre management team and local business to identify the problems and suggest solutions/negotiate solutions where possible. This project would complement Labour County Group’s ‘Investing in Town Centres’ budget proposal, which would provide capital funds to implement recommendations.”

- e) Note the Council Tax taxbase, as set out in Appendix B(a), as calculated and determined by the Director of Resources under delegated authority.
- f) Approve the level of Council Tax for 2014/15 as set out in Section 3 [page 32 refers].

Note that the Cambridgeshire Police and Crime Panel met on 5 February 2014 to consider the precept proposed by the Police and Crime Commissioner, Cambridgeshire & Peterborough Fire Authority met on 13 February 2014 and Cambridgeshire County Council will meet on 18 February 2014 to consider the amounts in precepts to be issued to the City Council for the year 2014/15. Appendix B(b) will be updated for the decisions made.

Treasury Management: [Section 6, page 63 refers]

- g) Approve:
 - (i) the Prudential Indicators as set out in Appendix M(a) and to confirm that the Authorised Limit for external borrowing

determined for 2014/15 will be the statutory limit determined under section 3 of the Local Government Act 2003,

- (ii) delegation to the Section 151 officer, within the borrowing totals for any financial year within (i) above, to effect movement between the separately agreed figures for 'borrowing' and 'other long term liabilities',
- (iii) the Treasury Management Annual Borrowing and Investment Strategies set out in Appendices M(b) and M(c) , and
- (iv) the Council's Counterparty List shown in Appendix M(c), Annex 1.

Other Revenue:

- h) Delegate to the Section 151 officer the authority to finalise changes relating to any corporate and/or departmental restructuring and any reallocation of support service and central costs, in accordance with the CIPFA Service Reporting Code of Practice for Local Authorities (SeRCOP).

Capital: [Section 5, page 47 refers]

Capital & Revenue Projects Plan: [Section 5, page 51 refers]

- i) Approve project appraisals and new programmes that have been referred by Executive Councillors:
 - (i) Project appraisals that have been referred by Executive Councillor for Public Places (for schemes already in the capital and revenue projects plan):
 - i. Parker's Piece Lighting
 - ii. Jesus Green Footpath / Cycleway Improvements
 - iii. Perne Road / Radegund Road Roundabout
 - iv. City Centre Cycle Parking Project
 - (ii) To set up new capital programmes and associated remits within the following portfolios:
 - i. Customer Services & Resources - Additional investment in Commercial Property Portfolio
 - ii. Public Places - Local Centres Improvement Programme - see (new) remit below:

PR037 – Local Centres Improvement Programme

Approved Timescale: 2014/15 to 2019/20

Lead Officer: Andy Preston

Remit: To undertake schemes to improve the quality of the public realm at Local Centres, aiming to lift pride in the environment for residents and traders and to encourage parallel investment in private businesses. At least three schemes will be delivered, subject to full public consultation and will deliver environmental and public realm improvements.

Outcomes: Successful delivery of three Local Schemes of between £200k - £340k per scheme by 2019/20.

- j) Approve the bids outlined in Appendix G(a) & (b), **together with the changes in the attached Labour Budget Amendment - Supplement to Appendix G(a)**, for approval to include in the Capital Plan, or put on the Hold List, including any additional use of reserves required.
- k) Approve the carry forward of resources from 2013/14, resulting from variances as detailed in Appendix G(c), to fund re-phased capital spending.
- l) Approve the revised Capital & Revenue Projects Plan, as set out in Appendix G(d), the Hold list set out in Appendix G(e), and the Funding as set out in Appendix G(f) for the General Fund, **together with the changes in the attached Labour Budget Amendment - Supplement to Appendix G(a)**.

Note that the Appendices include new bids and the rephasing included in the above recommendations.

General Fund Reserves:

- m) Note the impact of revenue and capital budget approvals and approve the resulting level of reserves to be used to:
 - (i) support the 2013/14 budget
 - (ii) support the 2014/15 and future year's budgets.

as set out in Appendix D(c).

Other:

- n) **Local Retention of Business Rates:** approve establishing an earmarked reserve for retained business rates in order to manage the accounting implications of the Government's Business Rates Retention scheme.

Labour Amendment:

- (i) ***Amend Appendix H Earmarked & Specific Funds with the changes in the attached Labour Budget Amendment - Supplement to Appendix H, namely:***
- ***Establishing an earmarked reserve for Sharing Prosperity***
 - ***Establishing an earmarked reserve for Fixed-Term Priority Project Fund***
 - ***Amending the Keep Cambridge Moving Fund.***
- (ii) ***Incorporate text changes as per Labour Budget Amendment – Changes to Budget Setting Report 2014-15 (Annex 1), including Remits for the “Sharing Prosperity Fund” and “Fixed-Term Priority Project Fund”***
- (iii) ***Replace Appendix I – Equalities Impact Assessment with Appendix I [Labour Amendment] - Equalities Impact Assessment.***
- (iv) ***Update Appendix N with the text in the attached Labour Budget Amendments Appendix N – Section 25 Report (2014/15 Budget Process) Robustness of Estimates and Adequacy of Reserve.***

Foreword by the Leader of the Labour Group

A New Vision for Cambridge

This amended Budget Setting Report gives a clear initial indication of Labour's agenda for Cambridge. Firstly, we back a responsible financial approach, underpinned by sensible savings, to give the council a secure base. This will enable the council to protect vital services that residents need, despite the Coalition's swingeing local government cuts. Secondly, we will ensure a more active and imaginative use of existing resources to invest in the city's future. Thirdly, and most importantly, we want this prudence to be used as the financial basis for a new set of priorities, which will include:

- Sharing Cambridge's prosperity in order to help struggling households and individuals with the cost-of-living crisis
- Tackling youth unemployment
- Providing a more accessible city centre
- Taking a more robust approach to public realm enforcement, and issues such as cleanliness, dog mess, and anti-social behaviour.

Our proposals contain a series of practical savings that will help make the best of the council's stretched resources. In addition to some smaller items, we have particularly been concerned to identify back-room savings and cuts to the non-essentials, such as:

- Changing officer professional subscriptions to require employees to cover half the cost
- Cuts to unnecessary organisational subscriptions
- Cuts to the training, seminars and conferences budget, which is routinely underspent.

In terms of opportunities to increase Council income, our plans include a proposal to use a measured proportion of the Repair and Renewal capital balance – which currently contains £14m, and is not projected to fall below £10m in the near future – to make a major investment of £2m in commercial property to obtain a far higher rate of return than are currently received. Even if R & R costs are unexpectedly three times higher than projected, this still retains a multi-million pound buffer, and in place of minimal bank interest will generate a potential future return of about £90,000 per annum, plus the potential for additional capital income.

At the centre of this budget amendment is our proposal to redirect part of the current balance of 2014/15 New Homes Bonus money away from the 'Keep Cambridge Moving Fund' to a new 'Sharing Prosperity Fund'. This will provide funding for anti-poverty projects and other schemes to tackle inequality and show Cambridge residents that the council is on their side in tough times, including:

- An external Living Wage Promotion Officer to help Cambridge's businesses, colleges and other organisations become Living Wage employers
- Schemes to help low-income residents with water and energy bills
- A programme of Youth Apprenticeships, in partnership with local colleges, which will improve our frontline services as well as help reduce youth unemployment in Cambridge
- An expanded series of Environment Community Days to help residents with bulky waste disposal.

We will retain a large sum in the 'Keep Cambridge Moving Fund', with a view to considering further investment as and when sufficient resources become available, but we reject the idea that it is necessary to put all the council's eggs in this one basket all in one go. Detailed plans for the 'Keep Cambridge Moving Fund' are still to be defined, and the fund is supposed to be a long-term 25 year commitment, not a short-term splurge at a time when possible City Deal and other far larger funding sources are still unclear.

In addition, our proposals will reverse the administration's plans to shut down the Pest Control Service. Closing this service is ill-advised and represents a false economy, particularly considering the council's statutory duty to control disease and pests on its own property and public spaces. We will ensure that this service continues to give all who need it a free Pest Control service as it does currently, preventing those on low incomes risking rat infestation to pay the rent.

We will also:

- Provide funding for initial measures to make Cambridge's city centre more accessible to the disabled, elderly and infirm
- Build on the impact of the Mill Road Co-ordinator by expanding the concept with a new 'Chesterton Co-ordinator', and:
- Increase promotion funding for both home insulation schemes and the County Council's 'Collective Energy Switching Scheme' as the best immediate local option to help people obtain lower energy prices.

These measures are a taste of the pragmatic, intelligent social democratic approach that residents can expect from a future Labour administration, an approach that will improve essential council services and target scarce resources to some of the most disadvantaged sections of our community, while being fiscally responsible and imaginatively forward thinking in our strategic financial approach.

In the longer-term, Labour's strategy for the city will be to continue to look for the savings and efficiency gains necessary to protect core services, while using the 'Sharing Prosperity Fund' to tackle inequality in Cambridge. Our approach will be to continue to drive forward service reviews, opportunities for shared services and innovative delivery, to review Council central support and overheads and discretionary areas of spending, while also looking more carefully at areas that generate surplus income and offer further opportunities. No stone should be left unturned in the search for efficiencies and increased income (so long as they do not compromise our wider objectives), which can help us do the same as we do now, or more, more intelligently and economically. Revenue-generating areas like car-parks need careful examination to make sure that we could not make greater efficiencies, or even dispose of underperforming assets. In statutory areas, we would be scrupulous not to endanger the level of service, but to look carefully for efficiencies and savings, underpinned by a more systematic approach to service transformation and review.

Cambridge City Council may become smaller in the sense that it has less money, but under Labour it will continue to have big ambitions for the city, and squeeze out the maximum in service quality and value for every pound spent.

Yours sincerely,

Councillor Lewis Herbert

Labour Budget Amendment – Changes to Budget Setting Report 2014-15

All page references are to Budget Setting Report Version 1 (Strategy & Resources)

[On p. 31, after “and it is recommended”, delete until and including “uncommitted funding” on p. 32 and insert instead]:

“that £700,000 of the balance of unapplied New Homes Bonus funding for 2014/15 is used as a contribution to this fund.”

1. [On p. 32, after the section entitled ‘Keep Cambridge Moving’, insert]:

“Sharing Prosperity Fund

Cambridge is overall a wealthy city. However, some areas and sections of the community do not share in this general prosperity. Many Cambridge residents have had their income reduced in recent years. Many workers have lost the value of their wages through receiving limited or no increase over the last three years. House prices and rents are increasing at far higher rates than wages. Cuts in benefits and the introduction of the Bedroom Tax are hitting many of the least well off. At the same time the cost of living in the city has risen, especially the cost of housing and energy, but food and bus fares are other examples.

Various areas in the city have households who are not able to share in the City's prosperity. Although the most obvious examples, are King's Hedges, Abbey and East Chesterton, and to a lesser extent Arbury, other wards contain pockets of people having to live very low incomes. This is shown by the Lower Super Output Area data (data on sub-areas of wards grouped together by similar demographics, each covering around 1500 residents). For example, Trumpington, Queen Edith's, Coleridge, Petersfield and Romsey all contain areas of households struggling to make ends meet. 2450 people used Cambridge Food Bank in 2012, which implies a level of hidden poverty that may not immediately be apparent.

Though admirable as a stop-gap, simply providing charity for those who reach crisis-point is not enough. It is imperative that the City Council pro-actively leads and supports further initiatives to help people who most need support to maximise their income, minimise their costs and prevent that crisis point from ever being reached.

That is why it is recommended that £500,000 of the balance of unapplied New Homes Bonus Funding for 2014/15 is used to create a 'Sharing Prosperity Fund'. It will provide resources to fund fixed-term and one-off projects and proposals that fulfil the following criteria. It will underpin an Anti-Poverty Strategy that Labour proposes to develop in 2014.

Proposals to the fund (which can be made through the budget process by members or officers, subject to committee consideration) must contribute towards one of the following objectives:

- A. Assisting (solely or predominantly) low income households or persons in:
 - maximising their income
 - minimising their costs
 - dealing with debt and personal finances
 - improving their skills, education or chance of employment
- B. Reducing economic inequality in Cambridge
- C. Ameliorate deprivation or assist low-income households in any other way”

Sharing Prosperity Fund Formal Remit:

To provide resources to fund fixed-term and one-off projects and proposals that fulfil the following criteria and underpin an Anti-Poverty Strategy that Labour proposes to develop in 2014.

Proposals to the fund (which can be made through the budget process by members or officers, subject to committee consideration) must contribute towards one of the following objectives:

- 1) *Assisting (solely or predominantly) low income households or persons in:*
 - *maximising their income*
 - *minimising their costs*
 - *dealing with debt and personal finances*
 - *improving their skills, education or chance of employment*
- 2) *Reducing economic inequality in Cambridge*
- 3) *Ameliorate deprivation or assist low-income households in any other way*

2. [On p. 46, after “in those years”, insert:]

“It is also recommended that in future years the Policy Priority Fund (PPF) is used solely to fund ongoing revenue costs, not fixed term or one-off projects. This is because it is also recommended that to allow non-ongoing sources of funding, such as New Homes Bonus (NHB), to be used responsibly for priority projects, a new fund, similar to the PPF but only available for funding non-ongoing, fixed-term projects, be set up, called the Fixed-Term Priority Project Fund (FPPF).

Fixed-Term Priority Project Fund

As it stands, it is not responsible to use non-ongoing, potentially short-term or uncertain sources of income, most obviously NHB, to fund the PPF, because the PPF can be used, as it stands, for both fixed-term or ongoing costs. The creation of this fund will allow such sources of income to be used for priority projects without building in unsustainable ongoing revenue commitments. It is recommended that £300,000 of the balance of unapplied New Homes Bonus Funding for 2014/15 is used to create this fund.”

3. [On p. 42, between the sentence ending ‘commercial property portfolio’ and the one starting ‘This will effectively’, insert the following:]

“Further investment of £2m in commercial property is also recommended, from the balance of capital in the Repair and Renewal Fund. This is financially responsible, since the balance of that fund is not projected to dip below £10m in future years. This sum will not seriously

increase future risk to the council but will enable additional income to be generated from investments."

4. [On p. 42, on the end of the sentence ending 'future years' net savings requirements', insert:]
", or towards extra funding for contributions to the 'Sharing Prosperity Fund'."

Fixed-Term Priority Project Fund Formal Remit:

To use non-ongoing, potentially short-term or uncertain sources of income, most obviously New Homes Bonus, for both fixed-term or ongoing costs. The creation of this fund will allow such sources of income to be used for priority projects without building in unsustainable ongoing revenue commitments.

Appendix B(b)

[Labour Amendment]

Council Tax Setting 2014/15

(To be updated for Council)

1. The Council calculated its Council Tax Base 2014/15 for the whole Council area as **38,675.1** [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]
2. The Council calculates that the Council Tax requirement for the Council's own purposes for 2014/15 is **£6,702,010**
3. That the following amounts be calculated for the year 2014/15 in accordance with Sections 31 to 36 of the Act:

- | | | |
|-----|---------------------|--|
| (a) | £173,622,350 | being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act |
| (b) | £166,920,340 | being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act |
| (c) | £6,702,010 | being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. [Item R in the formula in Section 31B of the Act] |
| (d) | £173.29 | being the amount at 3(c) above (Item R), all divided by the amount at 1 above (Item T), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year. |

4. To note that Cambridgeshire County Council, the Cambridgeshire Police and Crime Commissioner and Cambridgeshire & Peterborough Fire Authority **have issued precepts /**

will be issuing precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings in the Council's area as indicated in the table below (*which will updated for Council*).

5. That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the table below as the amounts of Council Tax for 2014/15 for each of the categories of dwellings in the Council's area.

Dwelling Band	City Council £	County Council £	Police and Crime Commissioner £	Fire & Rescue Authority £	Aggregate Council Tax £
A					
B					
C					
D					
E					
F					
G					
H					

6. The Council determines that, in accordance with Section 52ZB of the Local Government Finance Act 1992, the basic amount of its council tax for 2014/15 is not excessive.

Labour Budget Amendment - Supplement to Appendix [C (b)]

2014/15 - Non-Cash Limit Items - GF

Reference	Item Description	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	Contact
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Strategy & Resources - Strategy

LNCL1	Decrease contribution to Keep Cambridge Moving Fund	0	(688,860)	0	0	0	Simon Payne
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No clear case has been made for putting £1.2m extra into this fund, which is supposed to represent a '25 year commitment', in one go, at this time. Additional funding for the fund, if required, can be identified in future years along with clear priorities. We will retain £700,000 in the Keep Cambridge Moving Fund with the option of additional contributions being added from, for example, the New Homes Bonus funding in future years. The remaining £800,000 is better invested from 2014/15 for new purposes, such as helping those struggling on low incomes and in tackling inequality, and in the main will form the basis for Labour's new 'Sharing Prosperity Fund' instead.

0	(688,860)	0	0	0
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LNCL2	Contribution to create 'Sharing Prosperity Fund	0	500,000	0	0	0	Andrew Limb
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This fund is a new earmarked fund that is intended to provide funding for projects aimed at maximising the incomes of those on low incomes, tackling poverty and addressing economic inequality created in the context of the cost-of-living crisis and welfare cuts faced by some Cambridge residents. A full set of criteria and a description of the fund is appended. This will be funded by diversion of some of the funds currently apportioned to the 'Keep Cambridge Moving' fund.
[Funded from New Homes Bonus]

LNCL3	Contribution to create a Fixed-Term Priority Project Fund (FPPF)	0	300,000	0	0	0	Ray Ward
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This will be available to fund fixed-term policy priority projects only, freeing up the existing Policy Priority Fund to continue to fund ongoing revenue items. This will be funded by diversion of some of the funds currently apportioned to the 'Keep Cambridge Moving' fund.
[Funded from New Homes Bonus]

0	800,000	0	0	0
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Portfolio Total		0	111,140	0	0	0
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Labour Budget Amendment - Supplement to Appendix [C (d)]

2014/15 Budget - Savings - GF

Reference	Item Description	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	Contact
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Environment - Environmental & Waste Services

LS6	Increase charges at public toilets that require payment	0	(5,000)	(10,000)	(10,000)	(10,000)	Bob Carter
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Increase charges at public toilets that require payment by 10p (from 20 to 30p) - This is a small increase, still keeping public toilet charges at a modest level to yield increased income for the council. The alterations to the toilets can be funded from existing R & R budgets.

Portfolio Total		0	(5,000)	(10,000)	(10,000)	(10,000)	
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Environment - Planning & Climate Change

LS7	Introduction of pre-application charging on listed building planning applications	0	(2,000)	(2,000)	(2,000)	(2,000)	Patsy Dell
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National legislation does not allow for charging for planning applications related to listed buildings as happens commonly on many other applications, but, especially in the context of an historic University city, many such applications come forward at considerable cost to the council. Introducing a modest pre-application charge will ensure that the costs to the council of administering listed-buildings related planning applications and associated pre-application advice process is minimised. This is a conservative estimate which can be revised following implementation.

Portfolio Total		0	(2,000)	(2,000)	(2,000)	(2,000)	
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Environment - Public Places

LS1	Increase roundabout sponsorship	0	(2,500)	(5,000)	(5,000)	(5,000)	Alistair Wilson
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Increased income through more sponsorship signs on Cambridge roundabouts

Portfolio Total		0	(2,500)	(5,000)	(5,000)	(5,000)	
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Strategy & Resources - Customer Services & Resources

LS2	Top slice cut of 25% of overall Training, Seminar and Conference budget	0	(75,460)	(75,460)	(75,460)	(75,460)	Deborah Simpson
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Cambridge City Council has a base budget of £301,860 on training, seminars and conferences for its staff. This is very high for a council of its size and budget. In the current financial year, by December only £138,000 had been spent, and it is unlikely that the whole budget will be spent. It is important to maintain high levels of training and ensure that staff can attend appropriate conferences and seminars, but it is clear from these figures that it can be done on a considerably reduced resource. The saving will be delivered by a top-slice to the overall budget. Remaining budget will be re-distributed according to need by officer review.

2014/15 Budget - Savings - GF

Reference	Item Description	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	Contact
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LS3	Change policy to pay only 50% of the cost of professional subscriptions for staff	0	(11,500)	(23,000)	(23,000)	(23,000)	Deborah Simpson
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Currently, Cambridge City Council pays one whole professional subscription per relevant staff member, which costs £46,000 p.a. Many councils have ceased this altogether and require staff members to pay for their whole subscription. Reflecting the fact that both the individual staff member and the organisation as a whole benefit from the membership of such organisations, this item will make a saving by requiring relevant staff to pay for half of their own personal professional subscriptions, with the council continuing to pay the other half, thereby striking a fair balance.

LS8	Commercial Property Portfolio Extra Income from Further Additional Investments	0	(43,500)	(87,000)	(87,000)	(87,000)	Dave Prinsep
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Funded by investing £2,000,000 of the R & R balance in commercial property - a responsible amount given that the balance is not projected over the years ahead to ever go below £10,000,000, and therefore liquidity problems are very unlikely to pose a significant risk to the council's financial position - and assuming a modest 5% return, but still greater than alternative returns from bank deposits, etc.

LS5	Returning planning from area committees to central planning committee	0	(3,400)	(3,400)	(3,400)	(3,400)	Gary Cliff
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This amount defines the minimum saving in managing planning through a single planning committee pending a fuller review on the effective handling of all applications. This will enable area committees to focus on their prime job of community engagement on issues in their area and that arise through public forums and other agenda items, rather than being dominated by planning items. It also frees up ward members to be available as advocates for their residents on planning issues rather than risking pre-determination.

Portfolio Total		0	(133,860)	(188,860)	(188,860)	(188,860)	
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Strategy & Resources - Strategy

LS4	Top slice cut of 25% budget for organisational subscriptions	0	(10,620)	(21,250)	(21,250)	(21,250)	Andrew Limb
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In tough times, all avenues need to be explored for savings before jobs are cut and services reduced. The council spends £85,000 on organisational subscriptions, many of which are not crucial and could be cancelled. This will be a top slice cut, with the remaining budget re-distributed according to need.

Portfolio Total		0	(10,620)	(21,250)	(21,250)	(21,250)	
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All Portfolios - Net Impact of Labour Amendment		0	(153,980)	(227,110)	(227,110)	(227,110)	
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Labour Budget Amendment - Supplement to Appendix [C (e)]

2014/15 Budget -Service Reviews - GF

Reference	Item Description	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	Contact
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Environment - Environmental & Waste Services

LSR1	Reverse Service Review SR3299 – Cessation of the Pest Control Service	0	13,800	54,500	54,500	54,500	Jas Lally
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Pest control is an important public service. The council needs to continue to help residential households control vermin and pests free of charge, for the good of public health and to prevent the general spread of problems such as rats and bed bugs. The savings in SR 3299 are not completely realisable anyway due to the necessity of calling in private contractors to carry out pest control work that the council is legally obliged to carry out on its own council homes, commercial properties, parks and play areas if the in-house team is abolished. This item will reverse this cut and save the Pest Control Service. With the proposed savings in the PPF in addition to remaining funding, from year 2, in the 2014/15 allocation of £100,000, this can be achieved.

Portfolio Total	0	13,800	54,500	54,500	54,500
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Portfolio Total	0	13,800	54,500	54,500	54,500
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All Portfolios - Net Impact of Labour Amendment	0	13,800	54,500	54,500	54,500
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Labour Budget Amendment - Supplement to Appendix [C (g)]

2014/15 Budget - External Bids

Reference	Item Description	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	Contact
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Community Services - Housing

LX1	Expanded programme of 'Community Clear-Out Days'	0	9,000	0	0	0	Liz Bisset
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Currently, these events are very successful, but many areas in need of help with bulky-waste and a general 'clear up' do not get the benefit of these days very often or at all. An expanded programme would allow 6 such events per year in both the North and South of the city. This will help low-income households to clear any local dumping and to save money on disposing bulky waste etc. If successful, could be considered for funding in future years.
(Funded from Sharing Prosperity Fund)

Portfolio Total		0	9,000	0	0	0	
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Strategy & Resources - Strategy

LX2	Living Wage External Campaign Officer	0	9,820	19,630	9,820	0	Deborah Simpson
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Cambridge City Council is implementing the living wage and is seeking its own accreditation. The council now needs to focus on promoting living wage accreditation externally to make Cambridge a 'Living Wage City'. This two-year fixed term trial post would involve working with the Living Wage Foundation and local Living Wage campaigners to promote accreditation among businesses and other organisations in Cambridge, such as Colleges and the Universities, making the argument in favour of the benefits to workers and businesses from paying the living wage. The work will involve co-ordinating action, researching existing practices, communicating with external organisations and groups, and promotion.
(Funded from Sharing Prosperity Fund)

LX3	Promotion budget to accompany Living Wage campaign	0	3,500	7,000	3,500	0	Deborah Simpson
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This would accompany the Living Wage External Campaign Officer, and is a budget for events, publicity, meetings and other promotion/project costs associated with that post.
(Funded from Sharing Prosperity Fund)

LX4	Water Meter Anti-Poverty Scheme	0	25,000	50,000	25,000	0	Jas Lally
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There are many households in Cambridge still paying for their water and sewerage based on rateable values last reviewed over 25 years ago. Although rateable values are no longer used for payment of council taxes, they are still used to charge for water and sewerage where no meter has been fitted. This scheme would pay for a two year fixed-post officer and small project budget with a remit to assist residents review their water and sewerage bill and establish if they would benefit from changing to a meter, or moving to the assessed charge basis, together with information and help to make any changes identified. It would focus on wards and LSOAs high on the deprivation indices, and could be considered for extension in future years.
(Funded from Sharing Prosperity Fund)

2014/15 Budget - External Bids

Reference	Item Description	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	Contact
LX5	Extra project budget for Private Sector Energy Officer	0	7,000	0	0	0	Jas Lally

This would constitute an extra project budget for the existing officer aimed at enhancing information, publicity and uptake of existing/new energy efficiency and other insulation schemes, such as e.g. the ECO, targeted particularly at low-incomes areas of Cambridge.
(Funded from Sharing Prosperity Fund)

LX6	Youth Apprenticeship Programme	0	31,500	63,000	94,500	126,000	Deborah Simpson
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Initially a 4 year programme. Although unemployment in general continues to come down, under-25 unemployment remains a stubborn problem, especially in some of the city's poorer areas. This scheme would help to address this by providing funding for apprenticeships for local young people, apportioned according to a review of capacity in the whole council. Every head of service will be required to examine the potential for apprenticeships in their area, and then the funding will be apportioned appropriately. It will build up as capacity is identified, from 5 in the first year to 20 by the 4th. This will cost £6,300 per apprenticeship p.a.
(Funded from Sharing Prosperity Fund)

Portfolio Total	0	76,820	139,630	132,820	126,000
All Portfolios - Impact of Labour Amendment	0	85,820	139,630	132,820	126,000

Labour Budget Amendment - New Appendix [C (h)]

2014/15 Budget - Bids - GF

Reference	Item Description	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	Contact
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Environment - Environmental & Waste Services

Bid

LB1	'Clean it Up' anti-dog-fouling campaign	0	13,350	16,700	16,700	16,700	Adrian Ash
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'Clean it Up' anti-dog-fouling campaign - £16,700 to make the current part-time dog warden post into a full time post (including on-costs) from October 2014. In the first year advertising and poster campaign costing £5,000, including poster competition in schools, to educate and warn public about new, tougher approach to dog fouling.

LB2	Bolstering Public Realm Enforcement	0	51,000	102,000	102,000	102,000	Adrian Ash
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Public realm enforcement in Cambridge is inadequate. An irresponsible few damage our parks and public spaces, do not pick up dog mess, drop litter and create an untidy environment for the majority, and they currently do so with almost total impunity, due to the lack of resources devoted to enforcement. A more pro-active and effective approach across the City is needed. This will be facilitated by the radical move of doubling the public realm enforcement team, from 3 officers to 6.

Portfolio Total	0	64,350	118,700	118,700	118,700
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Strategy & Resources - Strategy

LB3	Contributions from core funding to 'Sharing Prosperity Fund'	0	75,830	53,910	53,910	53,910	Ray Ward
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Ongoing contributions from Savings to the 'Sharing Prosperity Fund'

Portfolio Total	0	75,830	53,910	53,910	53,910
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All Portfolios - Net Impact of Labour Amendment	0	140,180	172,610	172,610	172,610
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Labour Budget Amendment - New Appendix [C (i)]

2014/15 Budget - Fixed-Term Priority Project Fund - GF

Reference	Item Description	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	Contact
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Environment - Planning & Climate Change

FPPF1	City Centre Accessibility Review	0	0	0	0	0	Emma Thornton
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The City Centre is becoming increasingly difficult to access and navigate, particularly for the elderly, the infirm and the disabled. This review would consider issues such as advertising boards and street cafes blocking pavements, poor and uneven pavements, location and availability of disabled parking bay, and particular issues faced by some groups such as the deaf and blind. This project would involve increasing the accessibility officer post to a FTE post for 1 year and a small projects budget. It will require partnership working with the planning department, the county council, the Cambridge BID, the city centre management team and local business to identify the problems and suggest solutions/negotiate solutions where possible. This project would complement Labour County Group's 'Investing in Town Centres' budget proposal, which would provide capital funds to implement recommendations.

FPPF3	Extra Cambridge promotion of the Cambridgeshire Collective Energy Switching Scheme	0	10,000	0	0	0	Jas Lally
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This scheme has the potential to save residents money on their energy bills, but only if proper work is done on promoting it in the City. Otherwise, it will fail due to lack of take-up and obscurity, as the Green Deal is in danger of doing. This item would involve a poster campaign, an advert on local radio, and a booklet distributed to every household.

Portfolio Total	0	10,000	0	0	0
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Environment - Public Places

FPPF2	Chesterton Co-ordinator	0	11,250	22,500	11,250	0	Emma Thornton
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Some areas of the City with a lot of shops, traders and other businesses are not covered by the BID area, but also need help in the current climate - such as Chesterton. This bid is for a fixed term 2-year trial post for a part-time small business/community group/trader co-ordinator post on the model of the current successful Mill Road Co-ordinator, but for shops and businesses, especially independent ones, in the Chesterton area. This would include Chesterton High Street, the area around Mitcham's Corner/Chesterton Road (up to Elizabeth Way Roundabout), Milton Road, Victoria Road and other businesses (final area subject to consultation). This is particularly pertinent given that in the Local Plan East Chesterton is designated as an area of major change, and Mitcham's Corner as an opportunity area. The co-ordinator would work with local traders, the council and community groups to identify and capitalise on opportunities.

Portfolio Total	0	11,250	22,500	11,250	0
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All Portfolios	0	21,250	22,500	11,250	0
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Appendix D (a)

[Labour Amendment]

General Fund – Revenue Projection 2013/14 to 2017/18

Description	2013/14 (£'s)	2014/15 (£'s)	2015/16 (£'s)	2016/17 (£'s)	2017/18 (£'s)
Net Service Budgets	21,867,110	20,178,350	20,502,120	20,033,650	19,576,820
Revenue Budget Proposals:	(319,360)	(190,590)	(859,750)	(1,361,650)	(1,642,650)
Revised Budget	228,620	0	0	0	0
Savings	(82,400)	(1,310,180)	(2,083,610)	(2,158,810)	(2,158,810)
Bids	0	734,000	575,680	575,680	575,680
Non-Cash Limit Items	(112,000)	(321,100)	94,000	324,000	324,000
PPF Bids	0	255,180	258,610	259,610	251,610
Sub-Total	21,581,970	19,345,660	18,487,050	17,672,480	16,926,650
Future Years PPF Provision	0	0	100,000	100,000	100,000
Sub-Total	21,581,970	19,345,660	18,587,050	17,772,480	17,026,650
Capital Accounting Adjustments	(4,655,840)	(4,655,840)	(4,655,840)	(4,655,840)	(4,655,840)
Capital Expenditure Financed from Revenue	1,008,000	5,695,980	2,779,000	2,457,000	1,075,000
Sub-Total	17,934,130	20,385,800	16,710,210	15,573,640	13,445,810
Contributions to Earmarked Funds:					
Sharing Prosperity Fund	0	500,000	0	0	0
Fixed Term Priority Project Fund (FPPF)	0	300,000	0	0	0
Vehicle Fleet & Plant Depreciation	775,850	775,850	775,850	775,850	775,850
Keep Cambridge Moving Fund	136,140	263,860	0	0	0
Council Tax Income earmarked for Growth	25,880	181,000	355,090	355,090	355,090
New Homes Bonus	0	0	1,006,860	1,146,860	1,240,210
Pension Fund Reserve	492,800	657,000	821,300	985,500	985,500
Sub-Total	19,364,800	23,063,510	19,669,310	18,836,940	16,802,460
Net Savings Requirement	0	0	(1,315,070)	(1,307,830)	(797,580)
Net Spending Requirement	19,364,800	23,063,510	18,354,240	17,529,110	16,004,880

Appendix D (b)

[Labour Amendment]

General Fund – Funding Statement 2013/14 to 2017/18

Description	2013/14 (£'s)	2014/15 (£'s)	2015/16 (£'s)	2016/17 (£'s)	2017/18 (£'s)
Net Spending Requirement	19,364,800	23,063,510	18,354,240	17,529,110	16,004,880
less External Support:					
Total Settlement Funding Assessment	(9,341,130)	(8,115,280)	(6,901,320)	(6,004,100)	(5,223,600)
Locally Retained Business Rates - Growth Element	(130,000)	(670,000)	(800,000)	(800,000)	(800,000)
Council Tax Support Implementation	(57,750)	(77,080)	0	0	0
NHB Adjustment Grant	(31,630)	0	0	0	0
Community Right to Bid	(7,850)	(7,850)	0	0	0
Community Right to Challenge	(8,550)	(8,550)	0	0	0
Sub-Total	9,787,890	14,184,750	10,652,920	10,725,010	9,981,280
less New Homes Bonus:					
2011/12 Allocation	(786,650)	(786,650)	(786,650)	(786,650)	0
2012/13 Allocation	(734,900)	(734,900)	(734,900)	(734,900)	(734,900)
2013/14 Provisional Allocation	(563,740)	(563,740)	(563,740)	(563,740)	(563,740)
2014/15 Projection	0	(1,290,690)	(1,290,690)	(1,290,690)	(1,290,690)
Sub-Total	7,702,600	10,808,770	7,276,940	7,349,030	7,391,950
less Appropriation from Earmarked Funds:					
Repairs and Renewals Fund Balances	0	(2,000,000)	0	0	0
Efficiency Fund	(185,780)	0	0	0	0
Climate Change Fund	(77,000)	0	0	0	0
Project Facilitation Fund	(125,500)	0	0	0	0
Council Tax Income Earmarked for Growth	(164,000)	0	0	0	0
Sub-Total	7,150,320	8,808,770	7,276,940	7,349,030	7,391,950
less Income From Council Tax	(6,393,560)	(6,702,010)	(7,023,740)	(7,349,030)	(7,649,550)
Collection Funds - Net Deficit / (Surplus)	140,240	(4,320)	0	0	0
Contribution (To) / From Reserves	897,000	2,102,440	253,200	0	(257,600)
Memorandum Items:					
Band 'D' Council Tax	£169.90	£173.29	£176.76	£180.30	£183.91
Council Tax Increase	-	1.995%	2.000%	2.000%	2.000%

Appendix D (c)

[Labour Amendment]

General Fund – Reserves Projection 2013/14 to 2017/18

Description	2013/14 (£'s)	2014/15 (£'s)	2015/16 (£'s)	2016/17 (£'s)	2017/18 (£'s)
Balance as at 1 April (b/fwd)	(7,995,040)	(7,098,040)	(4,995,600)	(4,742,400)	(4,742,400)
Contribution (To) / From Reserves	897,000	2,102,440	253,200	0	(257,600)
Balance as at 31 March (c/fwd)	(7,098,040)	(4,995,600)	(4,742,400)	(4,742,400)	(5,000,000)

Labour Budget Amendment - add to Appendix H

Earmarked & Specific Funds (all figures in £'000s)

Sharing Prosperity Fund

	2013/14	2014/15	2015/16	2016/17	2017/18
(Surplus) / Deficit Balance b/f	0.0	0.0	(490.0)	(404.3)	(325.4)
Contributions	0.0	(500.0)	0.0	0.0	0.0
Contributions	0.0	(75.8)	(53.9)	(53.9)	(53.9)
Total surplus available	0.0	(575.8)	(543.9)	(458.2)	(379.3)
Expenditure approvals	0.0	85.8	139.6	132.8	126.0
Pending approvals	0.0	0.0	0.0	0.0	0.0
(Surplus) / Deficit Balance c/f	0.0	(490.0)	(404.3)	(325.4)	(253.3)

Fixed-Term Priority Project Fund

	2013/14	2014/15	2015/16	2016/17	2017/18
(Surplus) / Deficit Balance b/f	0.0	0.0	(278.7)	(256.2)	(245.0)
Contributions	0.0	(300.0)	0.0	0.0	0.0
Total surplus available	0.0	(300.0)	(278.7)	(256.2)	(245.0)
Expenditure approvals	0.0	21.3	22.5	11.2	0.0
(Surplus) / Deficit Balance c/f	0.0	(278.7)	(256.2)	(245.0)	(245.0)

Keep Cambridge Moving Fund [Labour Amendment]

	2013/14	2014/15	2015/16	2016/17	2017/18
(Surplus) / Deficit Balance b/f	0.0	(436.1)	(700.0)	(700.0)	(700.0)
Contributions	(436.1)	(263.9)	0.0	0.0	0.0
Total surplus available	(436.1)	(700.0)	(700.0)	(700.0)	(700.0)
Expenditure approvals	0.0	0.0	0.0	0.0	0.0
(Surplus) / Deficit Balance c/f	(436.1)	(700.0)	(700.0)	(700.0)	(700.0)

Labour Budget Amendment - Supplement to Appendix [G (a)]

2014/15 Budget - Capital Bids - GF

Reference	Item Description	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	Contact
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All GF Portfolios

Capital

LC1	Delete C3448 'Capital contribution to the 'Keep Cambridge Moving Fund' and delete from Capital Plan SC593 [Linked to LNCL1]	0	(111,140)	0	0	0	
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Requirement for Capital Funding (included above)						
0	(111,140)	0	0	0	0	

LC2	Extra additional investment in Commercial Property Portfolio [Funded from all Repairs & Renewals balances] [Linked to LS81]	0	2,000,000	0	0	0	
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Requirement for Capital Funding (included above)						
0	0	0	0	0	0	

All Portfolios Total	0	(111,140)	0	0	0	
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Requirement for Capital Funding (included above)						
0	(111,140)	0	0	0	0	

Cambridge City Council Equality Impact Assessment

Completing an Equality Impact Assessment will help you to think about what impact your strategy, policy, plan, project, contract or major change to your service may have on people that live in, work in or visit Cambridge, as well as on City Council staff.



The template is easy to use. You do not need to have specialist equalities knowledge to complete it. It asks you to make judgements based on evidence and experience. There are guidance notes on the intranet to help you. You can also get advice from David Kidston, Strategy and Partnerships Manager on 01223 457043 or email david.kidston@cambridge.gov.uk or from any member of the Joint Equalities Group.

1. Title of strategy, policy, plan, project, contract or major change to your service:

Labour Budget Amendment 2014

2. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?

The objective of the Liberal Democrat Group's proposed budget for 2014/15 is to set a balanced budget for 2014/15 that reflects the Council's eight vision statements and takes into account councillor's priorities in its proposals for achieving the savings required. This EQIA is an initial assessment of the equality impacts of the amendments proposed by the Labour Group to the General Fund element of the City Council's budget, based on the limited information available about each project in the Labour Budget Amendment Appendix.

3. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)

- Residents
 Visitors
 Staff

A specific client group or groups (please state):

This is an assessment of proposed amendments to the Council's budget. The amendments relate to a number of different City Council service areas. Some of the proposals will have a universal impact, while others may have a differential impact on particular client groups. Further information on these impacts is set out in section 7 of this assessment.

4. What type of strategy, policy, plan, project, contract or major change to your service is this? (Please tick)

- New
 Revised
 Existing

5. Responsible directorate and service

Directorate: Resources

Service: Accounting Services

6. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service?

- No
 Yes (please give details):

The proposed amendments would require action by a number of City Council services, including City Homes, Corporate Strategy, Human Resources, Planning, Property Services, Refuse and Environment, Streets and Open Spaces, and Tourism and City Centre Management

7. Potential impact

Please list and explain how this strategy, policy, plan, project, contract or major change to your service could **positively** or **negatively** affect individuals from the following equalities groups.

When answering this question, please think about:

- The results of relevant consultation that you or others have completed (for example with residents, people that work in or visit Cambridge, service users, staff or partner organisations).
- Complaints information.
- Performance information.
- Information about people using your service (for example whether people from certain equalities groups use the service more or less than others).
- Inspection results.
- Comparisons with other organisations.
- The implementation of your piece of work (don't just assess what you think the impact will be after you have completed your work, but also think about what steps you might have to take to make sure that the implementation of your work does not negatively impact on people from a particular equality group).
- The relevant premises involved.
- Your communications.
- National research (local information is not always available, particularly for some equalities groups, so use national research to provide evidence for your conclusions).

(a) Age (any group of people of a particular age, including younger and older people – in particular, please consider any safeguarding issues for children and vulnerable adults)

LS6 - Increased charges at public toilets that require payment - The proposed amendment to increase charges from 20p to 30p at those public toilets which require payment may have a small negative impact on those people who need to use toilets more frequently, which could include some older people.

LS5 - Returning planning from area committees to central planning committee - There could be a potential negative impact from this proposal on those who have mobility issues, including some older people, or those who might find it more difficult to travel from the area in which they live into the centre of the City to attend meetings.

FPPF1 - City Centre Accessibility Review - The proposed review is likely to have a positive impact on older residents and visitors to the City Centre, because it will review existing access issues (advertising boards, street cafes blocking pavements, pavement conditions, and the location and availability of disabled parking bays) and suggest potential solutions which could be supported by the Labour group's 'Investing in Town Centres' budget proposal.

LX6 - Youth Apprenticeship Programme - If the proposed additional funding enables Heads of Service to identify and support more youth apprenticeships than are currently available in City Council services, this could have a positive impact on the skills and employability of those young people that benefit from the apprenticeships created.

(b) Disability (including people with a physical impairment, sensory impairment, learning disability, mental health problem or other condition which has an impact on their daily life)

LS6 - Increased charges at public toilets that require payment - The proposed amendment to increase charges from 20p to 30p at those public toilets which require payment may have a small negative impact on those people who need to use toilets more frequently, which could include some people with disabilities or medical conditions.

LS2 - Top slice training budget by 25% - the proposed reduction in the budget is intended to come from the annual underspend on the corporate training budget, so it is likely that there would be little impact on the level of training received by City Council staff. However, if the reductions in the budget did lead to a reduction in training provision, it would be important to consider the impact on particular groups of staff. During 2012/13, 5.11% of attendees at training courses declared themselves as disabled, which is higher than the workforce profile for disability which is 4.74%. This suggests that there might be a slight impact on disabled staff if there was any reduction in training provision.

LS5 - Returning planning from are committees to central planning committee - There could be a potential negative impact from this proposal on those who have mobility issues, including those with physical disabilities or visual impairments, or those who might find it more difficult to travel from the area in which they live into the centre of the City to attend meetings.

FPPF1 - City Centre Accessibility Review - The proposed review is likely to have a positive impact on disabled residents and visitors to the City Centre, because it will review existing access issues (advertising boards, street cafes blocking pavements, pavement conditions, and the location and availability of disabled parking bays) and suggest potential solutions which could be supported by the Labour group's 'Investing in Town Centres' budget proposal

(c) Gender

LS2 - Top slice training budget by 25% - The gender profile of the workforce currently sits at 48% Female and 52% Male. The numbers of staff attending training in 2012/13 are 49.55% Female and 50.45% Male. This suggests that there would not be a disproportionate impact on either female or male employees from reducing the corporate training budget by this amount.

(d) Pregnancy and maternity

LS6 - Increased charges at public toilets that require payment - The proposed amendment to increase charges from 20p to 30p at those public toilets which require payment may have a small negative impact on those people who need to use toilets more frequently, including those who are pregnant or those with young children.

FPPF1 - City Centre Accessibility Review - The proposed review is likely to have a positive impact on pregnant women and parents with young children, because it will review existing access issues (advertising boards, street cafes blocking pavements and pavement conditions) and suggest potential solutions which could be supported by the Labour group's 'Investing in Town Centres' budget proposal.

(e) Transgender (including gender re-assignment)

LS6 - Increased charges at public toilets that require payment - The proposed amendment to increase charges from 20p to 30p at those public toilets which require payment may have a disproportionate impact on transgender people. The City Council provides toilets in 21 locations, of which 14 are free and 7 are subject to a 20p charge for use. Of the 7 which are subject to charges, 6 are unisex toilets, while a mixture of male, female and unisex toilets are provided at the seventh location (Drummer Street). Transgender residents and visitors may feel more comfortable using unisex toilets rather than designated male or female toilets in the city.

(f) Marriage and Civil Partnership

No differential impact on marriage and civil partnership has been identified through this assessment of the proposed budget amendments

(g) Race or Ethnicity

LS2 - Top slice training budget by 25% - the proposed reduction in the budget is intended to come from the annual underspend on the corporate training budget, so it is likely that there would be little impact on the level of training received by City Council staff. However, if the reductions in the budget did lead to a reduction in training provision, it would be important to consider the impact on particular groups of staff. During 2012/13, 9.23% of staff who attended training declared themselves as BAME, which is higher than the workforce profile of 7.75%. This suggests that there might be a slight impact on BAME staff if there was any reduction in training provision, as they are over-represented on training courses. It may also be that there is a greater training need amongst any staff who speak English as a second language, although the City Council does not monitor attendance at training by staff who speak English as a second language.

(h) Religion or Belief

No differential impact on religion or belief has been identified through this assessment of the proposed budget amendments

(i) Sexual Orientation

No differential impact on sexual orientation has been identified through this assessment of the proposed budget amendments

(j) Other factor that may lead to inequality (please state):

LNCL1 - Decreasing the contribution to the Keep Cambridge Moving Fund and LNCL2 - Contribution to Sharing Prosperity Fund. - These amendments proposes to retain £700,000 in the Keep Cambridge Moving Fund, and use the remaining £800,000 to invest for new purposes from 2014/15 onwards. This would include investing £500,000 in the Labour Group's proposed 'Sharing Prosperity Fund' to support the delivery of an Anti-Poverty Strategy. These amendments could have a positive impact on residents on low incomes, through providing an earmarked fund which would support projects that aim to assist those on low incomes, reduce economic inequality and ameliorate deprivation. The amendment sets out a number of initial projects that could be supported by the Fund (e.g. LX2 and LX3 relating to the Living Wage External Campaigns Officer and associated promotional budget), but without further information on the other initiatives that this would support in future, it is difficult to fully assess the impact on residents on low incomes of this proposed amendment.

FPPF3 - Extra Cambridge promotion of the Cambridgeshire Collective Energy Switching Scheme - This proposed amendment could have a positive impact on those on low incomes and those suffering from fuel poverty if it leads to greater awareness and take-up of the collective energy switching scheme amongst Cambridge residents.

LX1 - Expanded programme of 'Community Clear Out Days' - The proposal to increase the number of events held in the North and South of the City could have a positive impact on those residents living on low incomes and others who may find it difficult to access existing locations. It would increase access to free disposal of bulky waste rather than paying for these services.

LX2 - Living Wage External Campaign Officer and LX3 - Promotion Budget to accompany Living Wage Campaign - If the employment of an officer to promote the living wage within the City results in more businesses and other organisations within the City, including the Universities, paying a Living Wage to their staff, this will have a positive impact on those residents who are currently not paid the Living Wage. There may be a disproportionate representation of some of the protected characteristics amongst those who are currently paid less than the Living Wage in the City. For example, recent national research by the Resolution Foundation (Low Pay Britain, 2012) found that a higher proportion of women (25%) receive less than the living wage than men (15%). In terms of age, people aged 16-20 (76%), 21-30 (27%) and 60+ (23%) are most likely to receive less than the living wage. However, further research would be needed to demonstrate the impact on particular groups within Cambridge, as trends may differ from those observed nationally.

LX4 - Water Meter Anti-Poverty Scheme - This proposal would provide officer capacity to assist residents to review their water usage and assess whether they would achieve savings through having a water meter installed. Cambridge Water currently offers customers a free trial of water meters for a year and to remove them if no savings are identified. If additional support and promotion resulted in greater awareness and take-up of water meters, this could have could potentially have a positive impact on some residents living on low incomes if it led to a reduction in their water bills.

LX5 - Extra project budget for Private Sector Energy Officer - The proposal to increase the budget for promotion of energy efficiency and insulation schemes could have a positive impact on those living on low incomes if the proposed targeting of low income areas of the City using ONS Super Output Area data results in greater take-up in these areas.

8. If you have any additional comments please add them here

There could potentially be equality impacts of some of the proposed amendments but there is not enough evidence available to make a full assessment. These include:

LS4 - Top slice 25% of budget for organisational subscriptions - Depending on which subscriptions were discontinued in order to achieve this saving, it could potentially have a disproportionate impact on different groups of staff. However, the Council does not monitor the usage of corporate subscriptions by equality group so it is not possible to make this assessment.

LSR1 - Reverse Service Review SR3299 - Cessation of the Pest Control Service - This amendment would reinstate the Council's free pest control service. Without further information on which groups currently access the free pest control service, it is not possible to assess whether reinstating this service would have a positive impact on particular groups.

FPPF2 - Chesterton Co-ordinator - This proposal would provide a fixed-term 2-year part-time co-ordinator post for shops and businesses in Chesterton, based on the model of the current Mill Road Co-ordinator. Depending on the demographic profile of small business owners in Chesterton, this could have a positive impact on particular equality groups, but information is not currently available to be able to make this assessment.

9. Conclusions and Next Steps

- If you have not identified any negative impacts, please sign off this form.
- If you have identified potential negative actions, you must complete the action plan at the end of this document to set out how you propose to mitigate the impact. If you do not feel that the potential negative impact can be mitigated, you must complete question 8 to explain why that is the case.
- If there is insufficient evidence to say whether or not there is likely to be a negative impact, please complete the action plan setting out what additional information you need to gather to complete the assessment.

All completed Equality Impact Assessments must be emailed to David Kidston, Strategy and Partnerships Manager, who will arrange for it to be published on the City Council's website. Email david.kidston@cambridge.gov.uk

10. Sign off

Name and job title of assessment lead officer: David Kidston, Strategy and Partnerships Manager

Names and job titles of other assessment team members and people consulted:
Chris Humphris, Principal Accountant

Date of completion: 18 February 2014

Date of next review of the assessment:

Supplement to Appendix N

[Labour Amendment]

Section 25 Report (2014/15 Budget Process)

Robustness of Estimates and Adequacy of Reserves

Section 25 Report

This budget amendment would not require any substantive changes to the existing Appendix N - Section 25 Report.

The amendment has no impact on the Net Savings Requirements in the forecast period, and does not propose any changes to the levels of Reserves.

However, it should be noted that the proposed use of £2m of funding held as balances in Repair & Renewals Funds is being made in advance of the completion of the scheduled exercise to identify the actual spending requirements associated with the 20-year plans that have been developed for each fund, so that the overall cashflow can be reviewed in the context of funding available; and appropriate decisions made on how balances are held most appropriately held. This is due to be reported back as part of the September 2014 MFR. However, in proposing the amendment it is recognised that there may be need to sell assets at a point in the future to meet R&R expenditure requirements.

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CIVIC AFFAIRS

29 January 2014
6.00pm - 6.56 pm

Present: Councillors Rosenstiel (Chair), Ashton, Benstead and Pitt

FOR ADOPTION BY THE COUNCIL

14/7/CIV Members Allowances – Municipal Year 2014/15

The committee received a report from the Democratic Services Manager regarding the Members Allowances Scheme for 2014/15.

In response to a question from Councillor Ashton the Democratic Services Manager confirmed that the Independent Remuneration Panel (IRP) would only have been consulted if any changes were being recommended.

Resolved (by 3 votes to 0) to:

- i. Recommend to Council on 27 February 2014 that the existing Members' Allowances Scheme be continued for the 2014/15 Municipal Year.

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CAMBRIDGE CITY COUNCIL

REPORT OF: Democratic Services Manager

TO: Civic Affairs Committee

29/1/2014

WARDS: None directly affected

MEMBERS' ALLOWANCES-MUNICIPAL YEAR 2014/15

1 INTRODUCTION

The Committee is asked to consider whether the existing Members' Allowances Scheme be retained for 2014/15.

2. RECOMMENDATION

To recommend to Council (on 27 February 2014) that the existing Members' Allowances Scheme be continued for the 2014/15 Municipal Year (as appended).

3. BACKGROUND

3.1 A Members' Allowances Scheme is set by the Council. If any changes are to be made to an existing scheme, it can only be done following consideration of the changes by the Independent Remuneration Panel.

3.2 This Council has chosen to agree its Allowance Scheme annually and has agreed to keep allowances at the level set for 2007/08 and retaining the Scheme for 2014/15 would mean for the eighth successive year the Basic Allowance for all Members would be £3,199. It is not known if the continuation of the Scheme first adopted in 2007/08 has proven to be an impediment to anyone standing for office or seeking re-election.

4. OPTIONS

The Committee could choose to review the existing Allowances Scheme which could either result in a budget bid via the mid-year

financial review or a re-allocation of existing allowances - depending on the Scheme recommended for consideration by the Independent Remuneration Panel.

5. **IMPLICATIONS**

(a) **Financial Implications**

There is £262,850 in the 2014/15 budget (to be considered by Council on 27 February) for Members' Allowances. This could be reviewed once the details are known of appointments by the Leader/Council following local elections this May.

(b) **Staffing Implications - none**

(c) **Equal Opportunities Implications**

An equalities impact assessment was not undertaken as the proposal is for no change. The implications of continuing with the existing scheme are referred to in paragraph 3.

(d) **Environmental Implications**

(e) **Procurement**

(f) **Consultation and communication**

(g) **Community Safety**

BACKGROUND PAPERS: None

The author and contact officer for queries on the report is Gary Clift 01223 457011 gary.clift@cambridge.gov.uk

Report file:

Date originated: 20 January 2014

Date of last revision: 20 January 2014

Members' Allowances Scheme 2014 to 2015.

Councillors are not paid a salary. However, they do get allowances to cover some of the costs of being a Councillor. The Basic Allowance, the Special Responsibility Allowance, childcare and carer's allowance, and travelling costs are set by the Council having noted recommendations put to it by the Independent Remuneration Panel.

1: **Basic Allowance, and Special Responsibility Allowance (taxable).**

Basic allowance: This is an annual flat rate payment to all Councillors, intended to recognise the time devoted by Councillors to work in their wards and political groups, recognising the level of out-of-pocket expenses Councillors incur in carrying out their functions (eg stationery, telephone costs, and computer consumables.) It also recognises that Councillors undertake their Council work for the sake of public service and not for private gain. For the 2014 / 2015 municipal year, each Councillor will receive an annual allowance of £2,782.

In addition, all forty-two Members of the Council receive £417 in an Area Committee allowance. Therefore, the total allowance for a City Councillor before adding any other special responsibilities listed below is £3,199.

Special Responsibility Allowance: This is paid to Councillors who have a higher than average workload, and/or hold particular positions of responsibility within the Council. For the municipal year 2014 / 2015 the allocation of Special Responsibility Allowances is as follows:

Leader	£10,433
Executive Councillor	£8,346
Scrutiny Committees - Chair	£1,113
Scrutiny Committees - Vice-Chair	£278
Scrutiny Committees - Minority Spokes (Labour)	£1,391
Planning - Chair	£2,226
Planning - Vice-Chair	£139
Planning - Member (8)	£556
Planning - Minority Spokes (Labour)	£1,550
Planning - Minority Spokes (Independent/Conservative)	£835
Licensing - Chair	£696
Licensing - Vice-Chair	£139
Licensing - Minority Spokes (Labour)	£696
Licensing - Minority Spokes (Independent/Conservative)	£139
Licensing - Member (12)	£417
Joint Development Control (Chair / City spokes)	£2,226
Joint Development Control - Member (6)	£556
Civic Affairs - Chair	£1,113
Civic Affairs - Vice-Chair	£278
Civic Affairs - Minority Spokes	£556
Employment Appeals Sub - Members (10)	£139

Leader of the Opposition Group - Labour	£2,789
Leader of the Opposition Group – Independent/Conservative	£905

Special responsibility allowances for Opposition Group Leaders are calculated by allocating an amount equivalent to one fifth of the Basic Allowance (£640) to a notional 'group of one', which is then multiplied by the square root of the number of members that each group has in order to arrive at individual figures.

Area Committees - Chair (4)	£835
Area Committees - Vice-Chair (4)	£139

2: Travel and Subsistence Allowances.

Councillors are paid at the same rates as Officers.

Mileage allowances are at HMRC rates and are:

Casual User Mileage (up to 10,000 miles):	45 pence per mile
Casual User Mileage (after 10,000 miles):	25 pence per mile

Bicycle rate is based on the HMRC advised rates, which is now 20 pence per mile.

The motorcycle rate is 24 pence per mile.

Travel and subsistence allowances are payable for those duties prescribed in Regulations; that is:

- 1: A meeting of the executive;
- 2: A meeting of a committee of the executive;
- 3: A meeting of the authority;
- 4: A meeting of a committee or sub-committee of the authority;
- 5: A meeting of some other body to which the authority make appointments or nominations;
- 6: A meeting of a committee or sub-committee of a body to which the authority make appointments or nominations;
- 7: A meeting which has both been authorised by the authority, a committee, or sub-committee of the authority or a joint committee of the authority and one or more other authorities, or a sub-committee of a joint committee and to which representatives of more than one political group have been invited (if the authority is divided into several political groups) or to which two or more councillors have been invited (if the authority is not divided into political groups);
- 8: A meeting of a local authority association of which the authority is a member;

9: Duties undertaken on behalf of the authority in connection with the discharge of any function of the authority conferred by or under any enactment and empowering or requiring the authority to inspect or authorise the inspection of premises;

10: Duties undertaken on behalf of the authority in connection with arrangements made by the authority for the attendance of pupils at a school approved for the purposes of Section 342 of the Education Act 1996; and

11: Any other duty approved by the authority in connection with discharging the duties of the authority or its committees or sub-committees.

Reimbursement of public transport fares can also be made when attending approved council duties. For journeys by train, please ask for a **travel warrant** in advance of the journey from the Members' Services office.

VAT - Please let the staff in Members' Services make your hotel and flight bookings, as the Council can then reclaim the VAT.

You can only claim travel costs **from outside** Cambridge if your absence from Cambridge was unavoidable or if a meeting is called at short notice, and you have to make a journey which you would not otherwise have made. The exception to this rule is attending Planning or Licensing Committee meetings, as these take place more frequently than other meetings.

You cannot claim subsistence allowance for duties carried out within three miles of your home or if meals are provided.

Subsistence: can only be claimed where meals/accommodation are not provided.

Breakfast Allowance: £6.72.
(More than 4 hours away from normal place of residence or where the authority permits, a lesser period, before 11 am.)

Lunch Allowance: £9.28.
(More than 4 hours away from normal place of residence or where the authority permits, a lesser period, including the lunchtime between 12 noon and 2pm.)

Tea Allowance: £3.67.
(More than 4 hours away from normal place of residence or where the authority permits, a lesser period, including the period 3 pm to 6 pm.)

Evening Meal Allowance: £11.49.
(More than 4 hours away from normal place of residence or where the authority permits, a lesser period, ending after 7 pm.)

Overnight Subsistence.
Absence overnight from the usual place of residence: £79.82
In London, or attending an approved conferences: £91.04

3: Members' Childcare, and Carer's Allowance.

A Childcare/Dependent Carer Allowance is payable for actual expenditure incurred whilst undertaking approved council duties. No cap shall be put on the overall budget for this Allowance, or on that which is paid to an individual member of the Council in any given year. This allowance is set by the Council having had regard to the recommendations annually of the Independent Remuneration Panel. The Panel considered allowances for childcare and dependent relatives and concluded that it was appropriate for actual expenditure to be reimbursed. The allowance should be subject to receipts being submitted. The member must provide care for a person who normally lives with the member as part of his/her family and who is:

- 1: A child below school age during school hours;
- 2: A child under 14 outside of school hours; and
- 3: An elderly, sick, or disabled dependent requiring constant care.

A Carer will be any responsible mature person who does not normally live with the member as part of the member's family.

Payments made under this scheme will be open to public inspection.

Travel, subsistence and care allowances is payable for any invitations (except social events) from any official bodies. The Scheme is set so that payment of care, travel and subsistence allowances would be such that unexpected circumstances or new responsibilities or activities were covered by default, i.e. that rather than having a prescribed list of activities that ARE covered, have a list of proscribed activities (that are not covered).

4: Expenses

All Members are able to claim out of pocket expenses. The Council pays for:

- 1: Council letter-headed paper;
- 2: Plain paper;
- 3: Postage on the letters the Business Support team prepares for dispatch;
- 4: Ink cartridges (providing signature is received confirming that it is used predominantly for Council work);
- 5: Travelling expenses for:
 - A: Meetings that are approved Council duties (including site visits*);
 - B: Meetings instigated by an officer, which are (or had the potential to be) cross party;
 - C: Training and development for councillors organised by the Council
Attendance at conferences and seminars that have been booked by officers;
 - D: Briefings to Councillors that are cross party and organised by the Council;
 - E: Council Working Parties; and
 - F: Meetings of outside bodies attended as a Council representative
Civic duties in capacity as a Bailiff;

- 6: Hanging files and folders for Council-supplied filing cabinets;
- 7: Phone calls made from the Council offices;
- 8: Hiring of accommodation for Group Away Days; and
- 9: Personalised business cards and compliment slips.

The Councillor pays for:

- 1: Ink cartridges when used mainly for private work;
- 2: Pens, pencils, notepads, post-its and other ancillary stationery;
- 3: Travelling expenses relating to:
 - A: Meetings within the Ward(s);
 - B: Visits to constituents;
 - C: Attendance at civic functions (unless a Bailiff); and
 - D: Single party meetings/briefings.
- 4: Postage on letters typed and despatched by councillors;
- 5: Envelopes;
- 6: Phone calls made from home or mobile phones; and
- 7: Any party political affiliation fees or expenses.

5: Changes.

Entitlements will be payable on a part-year basis in any given year where:

- 1: The scheme is amended;
- 2: A Councillor either is elected to or leaves the Council; or
- 3: A Councillor takes on, or gives up, a position for which a special responsibility allowance is payable.

6: Co-optee's Allowance.

A co-optee's allowance of the minimum wage for hours served, plus out of pocket expenses, is available.

7: Back-dating.

There is no backdating to the beginning of the financial year of the allowances scheme in the event of the scheme being amended.

8: Adjustment.

There is no annual adjustment of allowance levels by reference to an index.

9: Pension Entitlement.

There is no entitlement to a pension for any member under its Allowances Scheme.

10: Advice.

Members may receive advice on the impact of receiving allowances and expenses on their tax and benefit position by contacting Karl Tattam in the Council's Finance Department (458161).

11: Timeliness.

Please make all claims **within two months** on the Council's official claim form. Claims which are received no later than 5 p. m. on the 5th calendar day of each month will be paid on the 24th day of that month.

12: Foregoing.

Finally, any member of the Council may, by notice in writing given to the Director of Resources, elect to forego any part of his/her entitlement to any Allowance under this scheme.

CIVIC AFFAIRS

29 January 2014
6.00pm - 6.56 pm

Present: Councillors Rosenstiel (Chair), Ashton, Benstead and Pitt

FOR ADOPTION BY THE COUNCIL

14/8/CIV Pay Policy Statement 2014/15

The committee received a report from the Head of Human Resources regarding the Pay Policy Statement for 2014/15.

Resolved (by 3 votes to 0):

- i. That only full Council may authorise salary or severance packages of £100,000 or more, following consideration by the Employment (Senior Officer) Committee.
- ii. That the Terms of Reference of the Employment (Senior Officer) Committee be amended by the addition of:

“To make recommendations to Council with regard to proposals for salary or severance packages of £100,000 or more.”
- iii. To note the recommendations of the Strategy and Resources Scrutiny Committee in relation to review of the Living Wage Policy for agency workers.
- iv. To recommend to Council the draft Pay Policy Statement 2014/15.

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CAMBRIDGE CITY COUNCIL

REPORT OF: Head of Human Resources
TO: Civic Affairs Committee
WARDS: All wards

Report title: Pay Policy Statement 2014/15

1 INTRODUCTION

- 1.1 This report sets out a draft pay policy statement as required under the Localism Act. The Localism Act requires the Council to have considered, approved and published a pay policy statement for each financial year. This must be approved by Full Council and be in place by 31st March each year.
- 1.2 The pay policy statement covers posts designated 'chief officer'. For Cambridge City Council this includes the chief executive, directors and heads of service. The areas to be covered in the statement are: salary, expenses, bonuses, performance-related pay, severance payments, how election fees are paid and the pay policy on re-engagement of ex-employees. The Localism Act also requires the statement to define the lowest paid employees and the ratio to the highest earning employee.
- 1.3 Government guidance issued since the Council approved its pay policy statement for 2013/14 contains additional recommendations regarding salary and severance packages over £100,000. The guidance recommends that Full Council should be given the opportunity to vote before salary packages of £100,000 or more are offered in respect of a new appointment, and that this should be articulated in the pay policy statement. The proposed pay policy for 2014/15 has been amended to follow the guidance. In practice, this provision would only apply currently to appointment at Chief Executive level.

- 1.4 Similar guidance is given regarding severance packages of £100,000 or more. The guidance says that “salary packages” include “salary, any bonuses, fees or allowances routinely payable to the appointee and any benefits in kind to which the officer is entitled as a result of their employment”. “Severance packages” should include “salary paid in lieu, redundancy compensation, pension entitlements, holiday pay and any bonuses, fees or allowances paid”. It is recommended that salary or severance packages of £100,000 or more may only be authorised by Full Council after consideration by the Employment (Senior Officer) Committee. This entails an amendment to the terms of reference of the Employment (Senior Officer) Committee, set out in the recommendations in 2.0 below.
- 1.5 On the 20th January 2014 the Strategy and Resources Scrutiny Committee will be considering a report on the review of the payment of the Living Wage to agency workers. The Civic Affairs Committee are asked to note that the Pay Policy Statement 2014/15 has been updated to reflect the recommendation to continue with the Living Wage policy in respect of agency workers, to remove the previous reference to the 12 month review of the payment of the Living Wage to agency workers and to make explicit reference to paying the Living Wage at the current national rate, i.e including any revised rate.

2 RECOMMENDATIONS

The Civic Affairs Committee is asked to:

- 2.1 Recommend that only full Council may authorise salary or severance packages of £100,000 or more, following consideration by the Employment (Senior Officer) Committee.
- 2.2 Recommend that the terms of reference of the Employment (Senior Officer) Committee are amended by the addition of:

“To make recommendations to Council with regard to proposals for salary or severance packages of £100,000 or more.”
- 2.3 Note the recommendations of the Strategy and Resources Scrutiny Committee in relation to review of the Living Wage Policy for agency workers (to be circulated following the Strategy and Resources Scrutiny Committee).
- 2.4 Consider and recommend to Council the draft Pay Policy Statement 2014/15 attached as Appendix 1.

3.0. IMPLICATIONS

(a) Financial Implications

There are no financial implications arising from this the report.

(b) Staffing Implications

This report relates to the pay, terms and conditions of staff.

(c) Equal Opportunities Implications

An EQIA has not been prepared for this report.

(d) Environmental Implications

The proposal has no climate change impact.

(e) Community Safety

This report relates to the pay, terms and conditions of staff and does not impact directly on community safety matters.

BACKGROUND PAPERS: The following are the background papers that were used in the preparation of this report:

- Pay Policy Statement 2013/14
- Provisions of the Localism Act relating to chief officer pay statements
- Strategy and Resources Scrutiny Committee Report on the Review of the Living Wage 20 January 2014
- Communities and Local Government Openness and accountability in local pay: Guidance under section 40 of the Localism Act February 2012 and Supplementary Guidance February 2013.
- Local Government Association Localism Act: Pay Policy Statements Guidance (November 2011) and Supplementary Notes 1 and 2.

The author and contact officer for queries on the report is Deborah Simpson, Head of HR on extension 8101.

Report file:

Date originated: 20 January 2014

Date of last revision: 20 January 2014

Pay Policy Statement 2014/15

Scope

This pay policy statement covers the posts of the chief executive, all directors and all heads of service within the JNC 1 and JNC 2 grades.

Salary

The current salary scales for the chief executive, directors and heads of service are shown below. The pay scales were revised in 2012 as part of the Council's review of pay, terms and conditions.

Progression through the pay band (a four point scale) is subject to a range of criteria that are currently assessed via the annual performance review.

Chief Executive	108639	113252	117859	122503
Director	82161	85406	88646	91891
Head of service				
JNC1	63778	65951	68090	70263
JNC2	55120	57293	59466	61605

Pay Awards

Pay awards are nationally determined in accordance with the Joint Negotiating Committee (JNC) for Chief Executives and the Joint Negotiating Committee (JNC) for Chief Officers.

Terms and Conditions of Employment

The terms and conditions of employment for the chief executive, directors and heads of service within the scope of this pay policy statement are determined in accordance with collective agreements, negotiated from time to time, by the JNC for Chief Executives and the JNC for Chief Officers, as set out in the Scheme of Conditions of Service. These are supplemented by local collective agreements reached with trade unions recognized by the Council and by the rules of the Council.

Remuneration on Recruitment

Recruitment to the posts of chief executive and director is undertaken by a committee of councillors appointed by Council, but in the case of the chief executive, the appointment is made by Full Council, following a recommendation from the Employment (Senior Officer)

Committee. The salary on recruitment will be within the current salary range for these posts at that time.

Recruitment to posts of head of service is undertaken by the chief executive or a director and is subject to notification to Executive Councillors before a job offer can be made. The salary on recruitment will be within the current salary range for these posts at that time.

There are occasions when the salary determined by the grading for a post results in an inability to successfully recruit to or retain staff in particular posts or specific occupational areas, due to fluctuations in the labour market supply. These recruitment and retention problems can affect ability to deliver services. In such cases it may be appropriate to pay a market supplement in addition to the salary where there is evidence to justify that market factors are the “material reason” for the post attracting a higher rate of pay than other posts graded similarly. Any additional market supplement will be made in accordance with the Market Pay Policy.

Rules governing the recruitment of the chief executive, directors and heads of service are set out in the councils constitution in section; Part 41, Officer Employment Procedure Rules

Bonuses

There are no bonus arrangements payable to the chief executive, directors or heads of service.

Performance Related Pay

Performance and progression through the pay band is assessed annually in line with the Council’s performance review schemes. For the chief executive and directors, performance is assessed by a panel of councillors, the Chief Officer Performance Review Working Party. For heads of service, performance is assessed by their director.

There is no performance related pay scheme outside of the performance review scheme, which determines the salary point of an officer, within the salary scale set out above.

Salaries over £100,000

The post of chief executive is the sole post which carries a salary range of over £100,000.

Publication of salary data

Salary data for the chief executive, directors and heads of service is published on the councils website, in the Open Data, Senior Council Officers section.

For the chief executive and directors this includes name, job description and actual salary, and for the chief executive, expenses and any election fees paid. For the heads of service this includes salary by post title.

This pay policy statement once approved by Full Council will be published on the Councils website.

Expenses

The expenses which may be payable to the chief executive, a director or head of service include:

- car/bicycle/motorcycle allowances at HMRC rates
- re-imburement of travel and subsistence
- one professional subscription per annum
- payments under the eye sight tests scheme
- relocation assistance in accordance with the Relocation Scheme

Severance Payments

Severance payments are made in accordance with the council's employment policies and are the same for all staff.

Employees with more than two years service will be entitled to redundancy pay in line with local government guidelines and statutory provisions. Redundant employees may receive the following elements in their final pay:

- Normal pay up to the agreed leaving date
- Where applicable, payment in lieu of outstanding notice
- Severance payment (where entitled).

Under the council's redundancy scheme a weeks pay will be calculated on the basis of actual contractual pay. Additional benefits are not included. Cambridge City Council will not apply the statutory weeks pay definition.

Employees in the pension scheme and who are over age 55 are entitled to immediate onset of pension benefits based on actual reckonable service if:

- They are over 55 at the termination date
- They have 3 or more months membership in the Local Government Pension Scheme (LGPS) or have brought in a transfer from another pension scheme

Once an employee is in receipt of early payment of pension benefits, if their total pay and pension benefits together (if reemployed by another employer covered by the Local Government Modification order) exceeds their salary as at the leaving date, the difference may be claimed back from pension payments.

An employee will lose their entitlement to redundancy pay if they take up a post with another body covered by the Redundancy Payments (Local Government) (Modification) (Amendment) Orders within 4 weeks of the date of the redundancy and the offer of the new job has been made before the end of the original contract.

The chief executive, monitoring officer and chief finance officer can only be dismissed by the full council. All other directors and heads of service can only be dismissed in accordance with the Councils constitution, Part 41, Officer Employment Procedure Rules.

Any proposals with a salary or severance package with a total value over £100k will be reported by the Employment (Senior Officer) Committee to Full Council for decision.

Pension and Pension Enhancements

The employees within the scope of this pay policy are entitled to and receive pension contributions from the Local Government Pension Scheme (LGPS). This is a contributory scheme and they currently contribute between 7.2 and 7.5% of their pensionable pay to the scheme (to rise to between 8.5 to 11.4 % when the LGPS 2014 comes into effect in April 2014).

The employer contribution rate is currently 18.6%, i.e the council contributes 18.6% of pensionable pay to the pension of a member of staff within the pension scheme. The rate of 18.6% is the same for all staff. The rate is reviewed every 3 years following a valuation of the fund by the appointed actuaries and is currently being reviewed. The current tri-annual evaluation has identified the need to increase the contribution rate. The anticipated increase in rates which are subject to the actuaries report and will not become final until that time indicate contribution rates of 21.6% for 2014/15, 22.6% for 2015/16 and 24.6% for 2016/17.

The Council's discretions on enhancement of pension are set out in the Pensions Discretion Statement 2012. This policy was approved by the Civic Affairs Committee on the 21st November 2012. The policy was reviewed in line with the requirement that Council officers review the statement every 3 years and / or in line with changes to the Local Government Pension Scheme (LGPS) as advised by the Local Government Pensions Committee (LGPC) and the Administering Authority (Cambridgeshire County Council), and any recommended changes will go before Civic Affairs for approval.

Relationship to lowest paid and median average of employees

The lowest paid staff within the Council are on Band 1 of the Council's pay structure. For this reason we have chosen staff employed on Band 1 as our definition of the 'lowest paid' for the purposes of this policy.

Band 1 currently ranges from £13,725 to £15,882 per annum.

The terms and conditions of employment for Band 1 staff are in accordance with collective agreements, negotiated from time to time, by the National Joint Council for Local Government Services, as set out in the Scheme of Conditions of Service (commonly known as the Green Book). These are supplemented by local collective agreements reached with trade unions recognised by the Council and by the rules of the Council.

Pay policies which apply to Band 1 employees include:

- car/bicycle/motorcycle mileage at HMRC rates
- re-imburement for travel and subsistence
- overtime/enhanced rates
- standby and callout arrangements
- one professional subscription per annum
- payments under the eye sight tests scheme

The highest paid officer of the council is the chief executive, with a current salary of £117,859. The chief executive's current salary scale runs from £108,639 to £122,503.

The ratio between the highest and lowest pay points on each scale is - 1:8.9

The ratio of the chief executive's current salary and the lowest pay point is 1:8.6

The median average salary of all Cambridge City Council staff is £27,000.

The ratio of the chief executive's current salary to the median average salary is 1:4.4.

The Council does not have a policy on maintaining or reaching a specific pay ratio between the lowest and highest paid staff.

Living Wage

The Council has adopted a Living Wage policy for staff, agency workers and contractors engaged through the Council's Procurement processes.

The Council will pay the national Living Wage rate for Cambridge City Council staff, by way of a supplement to pay rates.

The Council will pay the minimum of the national Living Wage rate to agency workers after 4 weeks of their engagement with the City Council.

The Council will encourage contractors to adopt the Living Wage through the Council's procurement processes.

The Living Wage is £7.65 per hour (£14,759 per annum). The pay ratios based on the Living Wage of £7.65 are as follows:

The ratio between the highest and lowest pay points on each scale is – 1:8.3

The ratio of the chief executive's current salary and the lowest pay point is - 1:8.0

The median average salary of all Cambridge City Council staff is £27,000.

The ratio of the chief executive's current salary to the median average salary is – 1:4.4

Election Fees

The Returning Officer is the person who has the overall responsibility for the conduct of elections. The Returning Officer is an officer of the Council who is appointed under the Representation of the People Act 1983. Although appointed by the Council the role of the Returning Officer is one of a personal nature and distinct and separate from their duties as an employee of the Council. Elections fees are paid for these additional duties and they are paid separately to salary.

The Chief Executive is the council's Returning Officer.

The fees for Parliamentary, Police Commissioner and Euro Elections are set by the Electoral Commission. The fees for Parliamentary and European Elections are pensionable.

Fees for local elections are set locally and current fees were agreed by the Civic Affairs Committee in April 2010 as £373 per contested ward and £55 per uncontested ward. Fees for district elections are pensionable.

Other officers, including senior officers within the scope of this policy, may receive additional payment for specific election duties.

Tax Avoidance

The Council takes tax avoidance seriously and will seek to appoint individuals to vacant positions using the recruitment procedures on the basis of contracts of employment and apply direct tax and National Insurance deductions from pay through the operation of PAYE.

Where consultants are recruited the Council will seek to avoid contractual arrangements which could be perceived as being primarily designed to reduce significantly the rate of tax paid by that person, such as paying the individual through a company effectively, controlled by him or her.

These principles will be embedded in contract clauses and guidance for managers when employing consultants.

Re-engagement of ex City Council staff within the scope of this policy

All permanent or fixed term posts are advertised in accordance with the council's recruitment policies and appointment is made on merit.

Interim management appointments are made in accordance with the council's procurement policies and the provisions for contract for services.

The council will not engage an ex city council member of staff within the scope of this policy outside of these arrangements.

January 2014

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