

Cambridge City Council

Civic Affairs

Date: Wednesday, 14 February 2018

Time: 6.00 pm

Venue: Committee Room 1 & 2, The Guildhall, Market Square, Cambridge, CB2 3QJ

Contact: democratic.services@cambridge.gov.uk, tel:01223 457013

Agenda

- 1 Apologies
- 2 Declarations of Interest
- 3 Minutes (Pages 5 - 10)
- 4 Public Questions
- 5 Ernst & Young Annual Audit Letter (Pages 11 - 38)
- 6 2017-18 Statement of Accounts - Accounting Policies and Significant Areas of Judgement (Pages 39 - 64)
- 7 External Audit Certification of Claims and Returns Annual Report 2016-17 (Pages 65 - 76)
- 8 Ernst and Young Audit Plan (Pages 77 - 120)
- 9 Independent Remuneration Panel-Special (Pages 121 - 128)
Responsibility Allowances Update
- 10 Nomination for Honorary Councillor
The Committee will consider any nominations if put. The requirements to be satisfied are set out below:

1) No person shall be eligible normally for election as an Honorary Councillor unless s/he has served as a Councillor at least 10 years (or a person who has been Mayor, for 8 years) whether continuously or not.

2) Application for election as an Honorary Councillor shall be made either by the applicant him/herself or by some member of the Council

on his/her behalf. Such application shall be submitted to the Chief Executive for consideration by the Civic Affairs Committee of the Council. It shall be in the discretion of the Civic Affairs Committee to make or withhold a recommendation to the Council. The names of those applicants who are not recommended by the Civic Affairs Committee shall not be recorded in the report of that Committee to the Council.

3) Election to the position of Honorary Councillor shall be by a resolution of the Council passed on the recommendation of the Civic Affairs Committee by not less than two-thirds of the members present and voting thereon at a meeting of the Council, the summons to which contains special notice that included in the business to be transacted is the election of an Honorary Councillor.

4) An Honorary Councillor shall be entitled to the following rights and privileges –

a) In civic processions, Honorary Councillors shall take precedence immediately after serving Councillors and shall have precedence amongst themselves according to the number of years service on the Council.

b) On request to receive a copy of the Council summons, together with Council and Committee minutes.

c) At each meeting of the Council to have a seat in a block reserved for the use of Honorary Councillors.

d) The use, in common with members of the Council, of the Members' Rooms in the Guildhall.

e) To be invited, where circumstances permit, to those civic functions to which all members of the Council are invited.

f) On death, to have a flag flown above the Guildhall at half-mast

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| 11 | Internal Audit Plan & Strategy 2018 / 2019 | (Pages 129 - 164) |
| 12 | Draft Pay Policy Statement 2018/19 | (Pages 165 - 188) |
| 13 | Recruitment of Independent Person and Deputy
To receive an oral update on the recruitment of the Independent Person and Deputy. | |

Civic Affairs Members: McPherson (Chair), Benstead (Vice-Chair), Gawthroe, Holt, O'Connell and Robertson

Alternates: T. Moore and Ratcliffe

Information for the public

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www.cambridge.gov.uk/have-your-say-at-committee-meetings

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- Website: <http://democracy.cambridge.gov.uk>
- Email: democratic.services@cambridge.gov.uk
- Phone: 01223 457013