

Public Document Pack

NOTICE OF COUNCIL MEETING - 21 FEBRUARY 2013

Dear Councillor,

A meeting of Cambridge City Council will be held in the Council Chamber - Guildhall on Thursday, 21 February 2013 at 6.00 pm and I hereby summon you to attend.

Dated 13 February 2013

Yours faithfully

A handwritten signature in black ink that reads "AP Jackson". The signature is written in a cursive style with a large, looping initial "A".

Chief Executive

Agenda

- 1 TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETINGS HELD ON 25 OCTOBER 2012 AND 9 JANUARY 2013**
(Pages 1 - 36)
- 2 MAYOR'S ANNOUNCEMENTS**
- 3 PETITION**

A petition has been received containing over 500 valid signatures stating the following:

'We, the undersigned residents of Cambridge support a City Bye-Law that bans the possession, sale and consumption of shark fins within our City.'

The petition organiser will be given 5 minutes to present the petition at the meeting and the petition will then be discussed by Councillors for a maximum of 15 minutes. The Council will then decided how to respond to the petition.

4 PUBLIC QUESTIONS TIME - SEE AT THE FOOT OF THE AGENDA FOR DETAILS OF THE SCHEME

5 TO CONSIDER THE RECOMMENDATIONS OF THE EXECUTIVE FOR ADOPTION

**5a Mid-Year Treasury Management Report 2012/13
(The Leader)**

(Pages 37 - 58)

**5b Housing Revenue Account (HRA) Budget Setting Report (BSR) 2013/14 to 2016/17 - Revenue Implications
(Executive Councillor for Housing)**

HRA Budget Setting Report 2013/14 – attached separately

(Pages 59 - 66)

6 TO CONSIDER BUDGET RECOMMENDATIONS OF THE EXECUTIVE FOR ADOPTION

6a Executive Amendment

To follow

**6b Draft Revenue and Capital budgets 2012/13 (Revised),
2013/14 (Budget) and 2014/15 (Forecast) (The Leader)**

(Pages 67 - 76)

Associated Budget Documents

Budget Setting Report (BSR) - Attached separately

Strategy and Resources Scrutiny Committee 15 February 2013 - draft minutes of the meeting will be circulated prior to the Council meeting

6c Labour Group Amendment - Draft Revenue and Capital budgets 2012/13 (Revised), 2013/14 (Budget) and 2014/15 (Forecast)

(Pages 77 - 94)

7 TO CONSIDER THE RECOMMENDATIONS OF COMMITTEES FOR ADOPTION

Civic Affairs - 21 November 2012

7a Members Allowances 2013/14

(Pages 95 - 102)

Civic Affairs - 30 January 2013

7b Developer contributions, Area Committees and Project Appraisals - Amendment to the Constitution

(Pages 103 - 108)

7c Pay Policy Statement 2013/14

Please note:

For ease of reference, the Pay Policy Statement at Appendix 1 of the attached committee report is a final version incorporating the proposals relating to the Living Wage as recommended by the Civic Affairs Committee.

(Pages 109 - 120)

Licensing Committee - 28 January 2013

7d Review of Licensing charges

(Pages 121 - 126)

8 TO CONSIDER RECOMMENDATIONS OF THE INDEPENDENT PERSON MEMBER APPOINTMENT PANEL

(Pages 127 - 134)

9 TO DEAL WITH ORAL QUESTIONS

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

10a Councillors Gawthrope and Reiner

This Council notes that:

- a) there are allegations that shark fins are served in four restaurants in Cambridge,
- b) many species of shark are already at risk of extinction,
- c) the trade in shark fins is further threatening shark populations,
- d) in October 2009 the UK banned shark finning,
- e) The EU resolved on 23 November 2012 to outlaw shark finning on all EU fishing vessels, and
- f) earlier this year Cambridge MP Julian Huppert tabled an Early Day Motion calling for a ban in the trade of shark fins.

This Council:

- is opposed to the practice of shark 'finning', which leads to thousands of sharks being killed or left to die in pain, solely for their fins; and
- notes that it has no realistic prospect of establishing a local by-law to bring full force to its opposition to the trade of shark fins.

To those ends, this Council resolves:

- a) to write to the MPs who represent Cambridge in Westminster, and the Eastern Region's MEP's to call on them to strengthen the ban on the practice of shark finning, and to work towards a ban on trade in shark fins; and
- b) to urge businesses and individuals in Cambridge to end the sale of shark fins and shark fin products and confirms that it will not knowingly purchase shark fin products for Council-provided catering.

11 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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Participation**

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.

Speaking on Planning or Licensing Applications is subject to other rules. Guidance for speaking on these issues can be obtained from Democratic Services on 01223 457013 or democratic.services@cambridge.gov.uk.

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<http://www.cambridge.gov.uk/public/docs/Having%20your%20say%20at%20meetings.pdf>

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recording
and
photography**

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disabled
people**

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reports**

If you have a question or query regarding a committee report please contact the officer listed at the end of relevant report or Democratic Services on 01223 457013 or democratic.services@cambridge.gov.uk.

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Information**

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COUNCIL

25 October 2012

6.00 pm - 0.45 am

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

FOR THE INFORMATION OF THE COUNCIL**12/50/CNL To Approve as a Correct Record the Minutes of the Meeting Held on 19 July 2012**

The minutes of the meeting held on 19 July 2012 were confirmed as a correct record and signed by the Mayor.

12/51/CNL Mayors Announcements**1. Apologies**

No apologies were received.

2. Open Cambridge Weekend

The Mayor confirmed the City collaborated with the University of Cambridge in the Open Cambridge weekend and groups of visitors came to the Guildhall on Friday 7 and Saturday 8 September.

3. Mayor's Day Out

The Mayor confirmed the annual outing for senior citizens to Great Yarmouth on 10 September went very well and thanked those councillors who helped with stewarding. The Mayor had the pleasure of welcoming a group of older people from Great Yarmouth when they made a return visit on 27 September.

4. Remembrance

The Mayor confirmed the Remembrance Sunday civic service would take place on Sunday 11 November at Great St. Mary's Church; details of which have been circulated. The re-positioned War Memorial on Hills Road will be dedicated by the Lord Bishop of Ely that same morning. The Mayor will lay a wreath at the War Memorial on behalf of the City; and the Deputy Mayor will be leading the civic procession to Great St. Mary's. The Mayor hoped Councillors would be able to support one or other of these services.

A service of remembrance will be held at the American Cemetery on Monday 12 November and again the Mayor will be laying a wreath on behalf of the City.

5. National Takeover Day

The Mayor confirmed the National Takeover Day gives children and young people the chance to work with adults for the day and to be involved in decision-making. This year's event will take place on Friday 23 November when two young people will shadow the Mayor for the day.

6. Chevyn Service

The Mayor confirmed the preaching of the Chevyn Sermon would take place at St. Paul's Church, Hills Road on Sunday 27 January.

7. Olympic And Paralympic Games

The Mayor confirmed that following a tremendously exciting summer of sport for the UK and the city, which included the Olympic Torch Relay celebrations and many community events inspired by the Olympics and Paralympic Games; the Council would take the opportunity to host a civic event for local Games Makers (Olympic volunteers), Torchbearers and local volunteers (Sportmakers) to commemorate their involvement.

This core group of volunteers will be invited to an event in early December 2012.

It was noted that the Council had received a certificate of thanks from the London Organising Committee of the Olympic Games and Paralympic Games for the part it played in the Torch Relay.

8. Children In Need

The Mayor confirmed the Cambridge Grafton has challenged the Mayor and former Mayors to take turns in the stocks, and have wet sponges thrown at them on Friday 16 November over the lunch period to raise funds for Children in Need. So far, the Mayor and six former Mayors have agreed to participate.

9. Declarations Of Interest

Councillor	Item	Interest
Boyce	12/52/CNL, 12/54/CNLa & 12/57/CNLd	Personal: Trustee/Director of Cambridge Sports Hall Trust
Reiner	12/52/CNL, 12/54/CNLa & 12/57/CNLd	Personal: Employed by a business in the BID area
Smith	12/52/CNL, 12/54/CNLa & 12/57/CNLd	Personal: Trustee of Cambridge Arts Theatre
Smith	12/54/CNLc	Personal: Mal Schofield is a personal friend
Dryden	12/57/CNLe	Personal: Signed Unison petition calling for a living wage
Kerr	12/57/CNLe	Personal: Acts as Office Manager for Julian Huppert MP

12/52/CNL Public Questions Time

Speaking on an item not on the agenda

Dr Eva addressed the Council and made the following points:

- (i) Global climate change is the greatest challenge the world faces today.
- (ii) The Intergovernmental Panel on Climate Change stated that green house gases were rising faster than expected, and that they needed to be reduced.
- (iii) Cambridge should be proud of its contributions to mitigate climate change; three University Departments in the City were investigating climate change.
- (iv) The Council has produced Climate Change Strategies covering 2008 – 2012 and 2012 – 2016. Targets in the 2008 – 2012 Strategy have not been met.

- (v) Leadership is required to mitigate the affect climate change; organisations could achieve greater change than individuals.
- (vi) Asked that climate change be added as a regular agenda item to all future Council meetings.

The Executive Councillor for Planning and Climate Change responded:

- (i) Considerable progress was made mitigating climate change 2008 – 2012 through planning decisions, such as implementing energy efficiency measures. The Executive Councillor acknowledged that more could have been done in other areas.
- (ii) Targets in the 2012 – 2016 Strategy were challenging but achievable.
- (iii) Climate change was mainstreamed through council activities, rather than treated as a separate issue.
- (iv) The Chief Executive would chair a special Officer Environmental Strategy meeting in November 2012 to look at climate change implications and budget bids. The outcome would be reported to Councillors.
- (v) The Executive Councillor undertook to meet with Dr Eva and Officers post Council if requested.
- (vi) The Executive Councillor undertook to supply Dr Eva, via officers, with any of the documentation on the Council's climate change activities of which he didn't already have copies.

Speaking on Motion 7a

Mr Bond addressed the Council and made the following points:

- (i) Supported motion 7a, but felt it was 'wishy-washy'.
- (ii) Suggested the Council had more outstanding planning consents than constructions occurring.
- (iii) The Government had sufficient powers to take action against councils not fulfilling their statutory duties.
- (iv) The Council should lobby Central Government concerning the local plan process.
- (v) Suggested the Council should have the power to call-in permitted developments before they occur.

The Executive Councillor for Planning and Climate Change responded:

- (i) The Council had a number of channels to lobby Government.
- (ii) Ministers were aware that there were a lot of successful developments in Cambridge.
- (iii) The Council has lobbied Central Government on infrastructure issues at every opportunity, but it wasn't clear what this had achieved.

- (iv) The Executive Councillor would discuss the need to call-in permitted developments with Officers.

Speaking on Motion 7b

Mr Noble addressed the Council and made the following points:

- (i) Presented an unvalidated petition to Officers on behalf of Lichfield Road and Neville Road residents who did not want to move from their homes to other properties so they could be redeveloped.
- (ii) Stated the third highest cause of stress nationally was caused by moving house.
- (iii) Stated that moving residents would cause them distress.

Mrs Blair addressed the Council and made the following points:

- (i) Presented an unvalidated petition to Officers on behalf of Water Lane and Green End Road residents who did not want to move from their homes to other properties so they could be redeveloped.
- (ii) Stated that vulnerable and elderly people were shocked that their homes would be demolished.
- (iii) Asked the Council to reconsider the decision made 11 October 2012.
- (iv) Raised serious concerns regarding how the Council communicated its redevelopment policy to residents.
- (v) Queried why the Executive Councillor for Housing did not follow the two stage process she agreed to follow at Community Services Committee 24 July 2010.
- (vi) Suggested the wrong type of Equality Impact Assessment (EqIA) had been undertaken, so the redevelopment policy was open to legal challenge. Mrs Blair queried if EqIAs would be undertaken as a standard requirement for site development in future.

Mr Marais addressed the Council and made the following points:

- (i) Residents welcomed new homes being built.
- (ii) Residents in areas such as Water Lane and Campkin Road were being moved without consultation so that their homes could be demolished and redeveloped.
- (iii) Residents were concerned that the Council was not undertaking consultation as it stated it would.
- (iv) Requested that the Council takes a more sensitive approach to working with residents in future.

Ms Math addressed the Council and made the following points:

- (i) Residents in Aylesborough Close were being moved without consultation so that their homes could be demolished and redeveloped.
- (ii) Requested alternative options to rehousing be considered.
- (iii) Queried where residents would be moved to once they left Aylesborough Close.

Mr May addressed the Council and made the following points:

- (i) Raised concerns on behalf of Colville Road (Cherry Hinton) residents who did not want to move from their homes to other properties so they could be redeveloped.
- (ii) Queried if the Council would abandon its redevelopment policy, then consult with residents on other ways to improve their properties.

Dr Guskov addressed the Council and made the following points:

- (i) Presented an unvalidated petition to Officers on behalf of Aylesborough Close residents who did not want to move from their homes to other properties so they could be redeveloped.
- (ii) Residents were concerned about the enforced move imposed on them.
- (iii) Suggested the redevelopment would reduce the total number of bedrooms available in housing stock.
- (iv) Suggested the redevelopment was not making the most efficient use of Central Government funding.
- (v) Suggested the redevelopment would disproportionately affect children/families compared to single people, which is indirect discrimination.
- (vi) Suggested the project had not been implemented correctly (eg poor consultation), which undermined public confidence.
- (vii) Felt that compensation payments were insufficient.
- (viii) Asked if the Council could offer comparable/higher value properties at no extra cost to tenants/leaseholders who have to move.

Mr Hinton addressed the Council and made the following points:

- (i) He had lived at his current address since 1966.
- (ii) Maintenance/building work had been undertaken on properties in the area at the Councils' expense. The properties were now due to be demolished, which was a waste of money.
- (iii) Redevelopment would not contribute to the provision of housing, as less would be available in the area.
- (iv) No meaningful consultation has been undertaken.

- (v) No alternatives to redevelopment appears to have been considered/offered. Refurbishment would have been a better option.

Mr Sales addressed the Council to express concern over inadequate notice of redevelopment, and asked for the policy to be reconsidered.

Honorary Councillor Woodhouse addressed the Council and made the following points:

- (i) Residents affected by the redevelopment policy were elderly and vulnerable.
- (ii) Suggested that the redevelopment policy would lead to the death and isolation of residents.
- (iii) Queried if Councillor Smart had considered the human rights of residents prior to presenting the redevelopment policy to Council.
- (iv) Proposed to seek legal advice on challenging the redevelopment policy if Council approved it.

In response to public questions the Executive Councillor for Housing said:

- (i) Properties were brought up to Decent Homes standards prior to the redevelopment proposal.
- (ii) The redevelopment would replace predominantly one bedroom housing stock with mixed stock of one or more bedrooms.
- (iii) Acknowledged the consultation process had been unsatisfactory and said the Council needed to improve what it did, and how this was communicated.
- (iv) The Council has experience of refurbishing sheltered housing, which led to the rehousing of occupiers. The Executive Councillor empathised that moving caused people distress, but suggested that residents may see the benefits of moving in time.

Speaking on Motion 7d

Ms Brightman addressed the Council and made the following points:

- (i) Residents felt they were not considered as stakeholders in the city centre.
- (ii) Businesses in the city centre were generally chain stores, rather than independent retailers. This would affect representations regarding the Business Improvement District (BID).
- (iii) Expressed concern regarding perceived lack of right to veto/object to the BID.

Ms Agate addressed the Council and made the following points:

- (i) Friends of the Earth helped local citizens to engage with the Council to support the planet. Suggested the BID proposal would discourage this.
- (ii) Suggested Councillors had not considered the views of residents before proposing the BID.
- (iii) Expressed concern regarding perceived lack of right to veto/object to the BID.

Mrs Preston addressed the Council and made the following points:

- (i) Suggested that a lack of consultation had undermined residents' and business' trust in the BID process.
- (ii) Questioned if Councillor Boyce should have participated in the Strategy & Resources meeting when he had declared an interest as a Director of a Charity that had a commercial interest in the BID. This led to a perceived conflict of interests.
- (iii) Asked for assurance that residents would be informed of the number of 'no' votes cast for the BID.

Mr Preston addressed the Council and made the following points:

- (i) Cambridge For All had had visited various independent businesses who seemed to be unaware of, or not participating in the BID process - this raised concerns:
 - Not enough independent retailers were involved.
 - It was cheaper to open shops in London than Cambridge.
 - The Council appeared to be unaware of independent traders' needs.
 - Transparency of the BID process.
- (ii) Questioned how the Council could be sure the BID ballot reflected the views of independent traders.
- (iii) Questioned if chain store representatives would out vote independent traders on the BID Board.

Councillor Boyce stated that he had removed himself from decisions being taken by the Cambridge Sports Hall Trust Board regarding the BID once he had suggested that they respond to it.

In response to public questions the Leader said:

- (i) Historically a few businesses and organisations in the city centre had contributed to Christmas lights and other projects that benefited a wider number of businesses than the number who contributed. This was unsustainable. If adopted, the BID enabled voluntary contributions to be replaced by a levy on rates.

- (ii) BIDs in other areas were seen as beneficial.
- (iii) The BID was not a system of government or regulation, nor were powers to be given away by the Council.
- (iv) The right to veto/object to the BID had not been taken away. The decision on whether to adopt the BID or not was still to be taken.
- (v) Independent traders could benefit from the opportunity to undertake joint procurement with other organisations in the BID. This could help mitigate expensive city centre rates.

12/53/CNL Re-Ordering Agenda

Under paragraph 4.2.1 of the Council Procedure Rules, the Mayor used her discretion to alter the order of the agenda items. However, for ease of the reader, these minutes will follow the order of the agenda.

12/54/CNL To Consider the Recommendations of the Executive for Adoption

The Medium Term Strategy (The Executive)

Resolved (by 21 votes to 20) to:

General Fund Revenue

- (i) Agree the budget strategy, process and timetable for the 2013/14 budget cycle as outlined in Section 8 [pages 114 to 121 refer] and Appendix A of the MTS document.
- (ii) Agree the revised General Fund revenue, funding and reserves projections as shown in Appendix E, and the associated decisions in Section 8 [pages 114 to 121 refer], of the MTS document.
- (iii) Authorise the Director of Resources to calculate and communicate final cash limits or savings targets based on the decisions taken in relation to this report, based on the method shown in Appendix H of the MTS document.

Capital

- (iv) Agree the revised Capital & Revenue Projects Plan, the Hold list and the Funding as shown in Appendix G of the MTS document.

- (v) Agree inclusion in the Capital & Revenue Projects Plan of new additional items, listed below, and as set out in Section 8 [pages 121 to 123 refer] of the MTS document.
- Stourbridge Common Riverbanks – initial works to stabilise and improve the areas of riverbank for which the Council has responsibility - £100,000, funded from Reserves in 2013/14.
 - City Centre Cycle Parking - to provide additional cycle parking to meet identified need across the City. Total £500,000 comprising £50,000 funded from Reserves in 2012/13 and £450,000 from New Homes Bonus in 2013/14.
 - Cambridge Future Cities Feasibility Report - £50,000 in 2012/13 to be funded from the Technology Investment Fund pending receipt of £50,000 grant funding, following submission of the feasibility report.

Additional items approved after Budget Setting (February 2012) that require formal approval by Council [pages 97 and 98 of the MTS document refer].

- Approved the following decisions taken since the Budget Setting Report was approved:

Scheme Ref	Title	Total Value £000	2012-13 £000	2013-14 £000	2014-15 £000	2015-16 & future years £000
SC528	Changes to office layout for Housing Options/Choice Based Lettings	17	17	-	-	-
SC547	Corn Exchange Lift Replacement	15	15	-	-	-
SC548	Southern Connections Public Art Commission (\$106)	107	4	73	30	-
SC549 *	City Cycle Park	500	50	450	-	-
SC550 *	Cambridge Future City – Feasibility Study	50	50	-	-	-
SC551 *	Stourbridge Common – Riverbank Project	100	-	100	-	-
SC552	Localisation of Council Tax – Implementation Costs	84	84	-	-	-
SC553	Corn Exchange House LED Lighting Upgrade	40	40	-	-	-

Scheme Ref	Title	Total Value £000	2012-13 £000	2013-14 £000	2014-15 £000	2015-16 & future years £000
SC554	Development of Land at Clay Farm	5,535	2,523	1,092	786	1,134
SC555	Siemens Maintenance Contract	75	75	-	-	-
SC556	Arbury Community Centre	80	0	80	-	-
SC557	Grand Arcade Annex Car Park Repairs	26	26	-	-	-
SC558	Boiler Replacement at Mill Road Admin block	30	30	-	-	-
		6,659	2,914	1,795	816	1,134
SC283	City Centre Youth Venue (S106)	(100)	(100)	-	-	-
	Total General Fund	6,559	2,814	1,795	816	1,134
PR001	Housing Capital Investment Programme	225	(3,786)	3,956	(1)	56
	Total Capital Plan	6,784	(972)	5,751	815	1,190

* Note that these were included in the original recommendations from the Executive

- (vi) Approve the delegation of authority to the Chief Executive, in consultation with the Executive Councillor for Customer Services and Resources, Chair and relevant Spokes of the scrutiny committee to agree the Future Cities bid for submission [Section 4 page 51 of the MTS document refers].

Treasury Management

- (vii) Approve changes to the Council's Treasury Management Indicators [Section 7, page 105 of the MTS document refers].
- (VIII) Approve changes to the Treasury Management and Investment Strategy to permit the deposit of funds into 95 day and 100 day Notice Accounts offered by financial institutions on the Council's approved counterparty list [Section 7, pages 109 to 110 and Appendix I (a) of the MTS document refer].

Housing Revenue Account (HRA) Mid-Year Business Plan Update (Executive Councillor for Housing)

Resolved (by 20 votes to 0) to:

Revenue – HRA

- (i) Agree the HRA budget strategy, process and timetable for the 2013/14 budget cycle as outlined in Section 9 of the HRA Mid Year Business Plan Update [pages 84 to 97 refer].
- (ii) Agree the revised HRA revenue, funding and reserves projections as shown in Appendix E, and the associated decisions in section 9 [pages 84 to 97 refer], of the HRA Mid-Year Business Plan Update document.
- (iii) Approve the mid-year unavoidable expenditure items and savings, as detailed in Section 9, on pages 85 to 88 of the HRA document.
- (iv) Authorise the Director of Customer & Community Services, in consultation with the Director of Resources, to calculate and communicate final cash limits or savings targets based on the decisions taken in this report, as outlined in Section 9 of the HRA document.

Treasury Management

- (v) Approve the approach to determining the most appropriate borrowing route in respect of any additional HRA borrowing requirement, as outlined in Section 8 of the HRA Mid-Year Business Plan Update, delegating responsibility to the Director of Resources for the final decision, in consultation with the Executive Councillor, Chair, Vice Chair and Opposition Spokesperson for HMB.

Capital

- (vi) Agree in-year re-allocation of funding for decent homes and other investment in the housing stock, to allow unavoidable expenditure items to be met and to make best use of the current procurement arrangements, as detailed in Section 9, on pages 96 and 97 of the HRA document.
- (vii) Approve additional investment in 2012/13 in respect of the warden call system at Rawlyn Court, as identified on pages 96 and 97 of the HRA document.
- (viii) Approve re-phasing of £3,800,000 of resource, ear-marked for investment in Ditchburn Place, from 2012/13 into 2013/14, recognising that the feasibility work undertaken in the current year will

not result in a decision that will be implemented until 2013/14 at the earliest.

- (IX) Agree the revised Housing Capital Investment Plan as shown in Appendix F of the HRA Mid-Year Business Plan Update.

Council Appointments to the Conservators of the River Cam (Executive Councillor for Planning and Climate Change)

Council is recommended to:

- (i) Appoint Councillors Price, Reiner and Ward as Conservators of the River Cam commencing 1 January 2013.
- (ii) Appoint Anthony Brown, James Macnaghten, Malcolm Schofield and Amy-Alys Tillson as Conservators of the River Cam commencing 1 January 2013.

Councillor Owers proposed and Councillor Price seconded the following amendment:

Delete "Councillor Ward" and replace with "Councillor Benstead".

On a show of hands the amendment was lost by 19 votes to 21.

Resolved (by 21 votes to 0) that:

- (i) Appoint Councillors Price, Reiner and Ward as Conservators of the River Cam commencing 1 January 2013.
- (II) Appoint Anthony Brown, James Macnaghten, Malcolm Schofield and Amy-Alys Tillson as Conservators of the River Cam commencing 1 January 2013.

12/55/CNL To Consider the Recommendations of Committees for Adoption

Licensing Committee - 8 October 2012

Review of Gambling Principles

Resolved (unanimously) to:

Approve the Statement of Gambling Principles shown in Appendix A of the report to Licensing Committee 8 October 2012 and agreed the Gambling Principles be published on 21 December 2012, to come in to effect on 18 January 2013.

Statement of Licensing Policy

Resolved (unanimously) to:

Approve the Statement of Licensing Policy as shown in Appendix B of the report to 8 October 2012 Licensing Committee and to adopt the policy from 25 October 2012.

12/56/CNL To Deal with Oral Questions

1. Councillor Reid to the Executive Councillor for Arts, Sport and Public Places

Residents have expressed concern that the car park in Lammas Land is being used by commuters, therefore making it difficult for families to park and use the facilities on Lammas Land. Could the Executive Councillor confirm the current barrier closure arrangements that are in place, and what additional measures the Council may put in place to improve the service for residents?

The Executive Councillor responded that the car park would be closed 6:00 pm to 10:00 am Monday to Friday.

There was a proposal to install an automatic barrier to replace staff currently on the gate.

2. Blackhurst to the Executive Councillor for Arts, Sport and Public Places

What consideration has been given to naming the open space in the green corridor at Trumpington?

The Executive Councillor responded that there were no planning obligations regarding the naming of the green corridor.

There was no general Council policy regarding the naming of open spaces. Historically places names were taken on by the community.

The Council would be responsible for the green corridor on a ninety-nine year lease. The naming issue could be picked up through the lease process if developers had not already named the area.

3. Councillor Owers to the Executive Councillor for Community Development and Health

What solid progress has been made on implementing the Labour motion passed recently at Council which resolves to support the development of credit unions in Cambridge?

The Executive Councillor responded that Councillor Owers would be aware from a response to a similar question at Council in July, and from the Council's Forward Plan, that the Head of Community Development would be bringing a report to Community Services Scrutiny Committee in January 2013. The report would set out ways for the Council to enable more people in Cambridge to access credit unions.

In the meantime, good progress was being made. Officers had held separate and joint meetings with both the Rainbow Savers and Cambridge credit unions to explore how the Council can support them. Some examples of work that has been carried out or is being progressed are:

- (i) The credit unions have agreed to co-operate and work together with the Council to avoid duplication and competition.
- (ii) A joint meeting has been held with officers from the Customer Services Centre where plans are under way to host the credit unions so that visitors can seek advice and make payments. The plan is to start hosting them before Christmas.
- (iii) A double page spread on what the 2 credit unions have to offer and how to use them was featured in the summer edition of the Council's Open Door magazine.
- (iv) An article is due to appear in the winter edition of Cambridge Matters.
- (v) The Head of Community Development is working with the 2 credit unions to plan promotional activities in the New Year to encourage more volunteers to come forward to work with the credit unions so they can expand their activities across the city. At present they don't have enough volunteers to provide extra services in more locations

across the city. Discussions are under way with Cambridge and District Volunteer Centre to see how they can assist with this.

- (vi) The credit unions are producing publicity that will be included in the welcome packs for residents moving into homes in the southern fringe growth sites where there will be 40% affordable housing.

4. Councillor Herbert to the Executive Councillor for Customer Services and Resources

Given the unacceptable weekend interruption to emergency telephone services resulting from Bank Holiday weekend flooding, and city CCTV being out of action for several days, how will the Council prevent this happening again?

The Executive Councillor responded that CCTV was out of action for two and a half days; and telephone services were out of action for three hours, but calls were logged and responded to.

The flood was exceptional and a similar scale of flood had a probability of occurring once in every two hundred years, but the Council was already making changes to mitigate another flood happening in future. Floods were exceptional, but may happen more frequently.

The Director of Environment was liaising with County Council and Anglian Water representatives to draw up future mitigation measures, as flooding was not solely a Council issue.

5. Councillor Marchant-Daisley to Executive Councillor for Planning and Climate Change

What arrangements have been put in place to ensure that the Council complies with its duty under the Localism Act to co-operate with neighbouring authorities (the "Duty to Co-Operate"); what detailed working arrangements are in place to ensure that, in the absence of a single joint plan with South Cambridgeshire and the County Council, the Council is able to deliver an integrated, sustainable plan for the future of the City that provides for sustainable development supported by appropriate infrastructure & what are the consequences if the Council is found to have failed in the Duty to Co-operate?

The Executive Councillor responded that the Strategic Transport and Spatial Planning Group is the governance body that has been established to have

oversight of the delivery of new local plans and associated transport strategy for Cambridge and South Cambridgeshire. The Group is comprised of members from the City, County and South Cambridgeshire District Councils. At its meeting on 13 September 2012 the group considered a joint report on how the duty to co-operate responsibilities were being dealt with and how joint working on new local plan and transport strategy production is being carried out.

The Localism Act introduced a requirement on local planning authorities (LPAs) to work together under the Duty to Cooperate, which also covers a number of other public bodies such as LEPs, Highways Agency, Environment Agency, Natural England and Primary Care Trusts. The duty requires LPAs to engage constructively, actively and on an on-going basis on 'strategic matters' regarding sustainable development or use of land that has or would have a significant impact on at least two planning areas. The National Planning Policy Framework (NPPF) says that LPAs should work collaboratively with other bodies to ensure that strategic priorities across local boundaries are properly coordinated and clearly reflected in individual Local Plans. It says that LPAs should consider producing joint planning policies on strategic matters, but there is no requirement to do so.

The two district Councils have decided to prepare separate Local Plans for their areas, but are fully aware of the need to work effectively together and that they will need to demonstrate how they have cooperated effectively, both with each other and other key public bodies including the County Council, on the preparation of their respective new local plans. This will be a key consideration for Inspectors as part of the public examination process on the respective Local Plans. The Councils' on-going approach to joint working is therefore now a specific legal requirement and it will be necessary to provide formal evidence of the cooperation as part of the plan making process. The Cambridgeshire Councils have already commissioned the Joint Strategic Planning Unit to prepare a strategic spatial framework for Cambridgeshire and Peterborough, which will also help demonstrate to coordinated approach the planning for the long term needs of the wider area.

In addition to the Duty to Cooperate, in this new era of plan making Local Authorities are now responsible for setting the level of housing and employment provision for their areas, rather than working to targets set at a regional level through Regional Spatial Strategies. The level of provision and where development should be located are fundamental to the development strategy for the wider Cambridge area. Whilst Cambridge City Council and South Cambridgeshire District Council are preparing separate plans, this does

not prevent a comprehensive approach being developed and sound arrangements have been put in place in order to ensure this.

The Councils have been working together throughout the preparation of the Issues and Options consultations on the South Cambridgeshire Local Plan and the Cambridge Local Plan, and also the parallel consultation on issues for a new Transport Strategy for Cambridge and South Cambridgeshire. The Councils will continue to work jointly as plan preparation continues and the intention is to consult jointly on alternative options for the development strategy for the wider Cambridge area in January 2013. This joint consultation will also include site options on the edge of Cambridge. This second consultation will build on the issues and options that the Councils have already consulted on this summer. The two District Councils are jointly instructing Counsel on this approach and are also tracking all new Local Plan Inspectors reports for emerging trends in how the duty to co-operate responsibilities are being tested nationally through local plan examinations.

A significant body of joint evidence has already been prepared either by or on behalf of the two local planning authorities or more widely prepared or commissioned, including by all Cambridgeshire districts or Cambridgeshire Horizons (operated between 2004 and 2011) or the recently established Joint Strategic Planning Unit.

A revised programme was agreed by the JST&SP and subsequently at Development Plan Scrutiny Sub-Committee that shows that the Local Plan timetables are now aligned for Issues and Options 2 (January – February 2013) and Draft Local Plan consultation (June – July 2013) and only a month apart for the Submission stage (Cambridge – October 2013, South Cambridgeshire – November 2013). It also shows that the Transport Strategy will follow the Local Plan timetable, with the final Transport Strategy forming a supporting document for the plans.

Officers believe that everything possible is being done to meet the duty to co-operate requirements.

6. Councillor Johnson to the Leader

Does the Leader of the Council agree that the ruling group, based on its failure to find where £619,000 of taxpayers' money went from the 2008 Folk Festival, and who recently voted to write it off, should have undertaken at least one effective council led investigation to discover

where the money eventually ended up and to recover any money that remained unspent?

The Leader responded that this was work for specialists - criminal investigators, professional liquidators, insolvency lawyers - all of whom the Council had worked with and through exhaustively over the past 4 years. He added that members, including the Opposition had been involved in this process.

7. Councillor Herbert to the Leader**Why is he opposed to returning to the committee system for running Council business?**

The Leader responded that he did not favour a return to the committee system at this point because the Executive and scrutiny system adopted by the council when it had been obliged to change by Central Government, as closely reflected the values of the previous committee system as it was possible to do. The result was that the upheaval of further constitutional change now seemed an investment of effort that would be disproportionate to the return at a time when the Council has a lot of other pressing priorities.

12/57/CNL To Consider the Following Notices of Motion, Notice of Which has Been Given by:**12/57/CNLa Motion A**

Councillor Ward proposed and Councillor Smart seconded the following motion:

“This Council wishes the Secretary of State for Communities and Local Government to note the following:

Cambridge City Council believes that local people, through their democratically elected local authorities, are the most suitable judges of what development is acceptable in an area and the suitable level of contributions that developers need to make;

The Council opposes:

1. The Secretary of State's proposals for the Planning Inspectorate to have powers to override agreements between Councils and developers over the number of affordable housing units allocated to planning applications.
2. The Secretary of State's proposals for planning permission – currently required for extensions of more than three or four metres from the rear wall of any home – to only be needed for those reaching beyond 8m for detached homes and 6m for others
3. The Secretary of State's intention to override Section 106 of the Town and Country Planning Act of 1990 which will allow developers to immediately appeal to the Planning Inspectorate over the allocation of affordable housing units in any scheme they maybe concerned with.
4. The Secretary of State's proposals for the Planning Inspectorate to take planning powers away from local authorities which he deems to be slow or of making poor quality planning decisions in determining applications.

This Council notes that the current Coalition Government did listen earlier in the year over concerns regarding the National Planning Policy Framework and revised its plans accordingly, so urges the Government to listen to the concerns being expressed by the cross-party LGA;

This Council however welcomes other parts of the stimulus package including:

- a) £300 million to provide 15,000 affordable homes across the country
- b) An extension of the refurbishment programme to bring an extra 5,000 empty homes back into use
- c) £280m for FirstBuy, the shared equity scheme to give a futher 16,500 first time buyers the chance to own their own homes
- d) Up to £10bn of guarantees to housing associations, property management companies and developers which will be able to use the guarantees to secure lower borrowing costs. This will lead to hundreds of thousands of extra rental homes being built.

This Council also notes:

- A. The record of the previous Labour government on providing affordable social housing – and that during their 13 years in power, the social housing stock fell by another 420,000 houses, as Labour continually failed to build more homes than they were selling off. In the meantime, social housing waiting list soared to almost 1.8 million, a rise of 741,000 families.
- B. The record of previous Conservative Governments where 1.1 million social homes were lost from the stock during the 18 years of Tory rule up to 1997, through a combination of Right to Buy sales and a failure to invest in replacements. When the Major government left office more than 1 million families were on social housing waiting lists.

This Council resolves to formally write to the Secretary of State for Communities and Local Government, outlining this Council's opposition to the plans."

Councillor Ward proposed and Councillor Smart seconded the following amendment:

Delete from "This Council however welcomes other parts of the stimulus package ..." to "... more than 1 million families were on social housing waiting lists" inclusive."

On a show of hands the amendment was carried unanimously.

Resolved (unanimously) that:

This Council wishes the Secretary of State for Communities and Local Government to note the following:

Cambridge City Council believes that local people, through their democratically elected local authorities, are the most suitable judges of what development is acceptable in an area and the suitable level of contributions that developers need to make;

The Council opposes:

1. The Secretary of State's proposals for the Planning Inspectorate to have powers to override agreements between Councils and developers over the number of affordable housing units allocated to planning applications.

2. The Secretary of State's proposals for planning permission – currently required for extensions of more than three or four metres from the rear wall of any home – to only be needed for those reaching beyond 8m for detached homes and 6m for others
3. The Secretary of State's intention to override Section 106 of the Town and Country Planning Act of 1990 which will allow developers to immediately appeal to the Planning Inspectorate over the allocation of affordable housing units in any scheme they maybe concerned with.
4. The Secretary of State's proposals for the Planning Inspectorate to take planning powers away from local authorities which he deems to be slow or of making poor quality planning decisions in determining applications.

This Council notes that the current Coalition Government did listen earlier in the year over concerns regarding the National Planning Policy Framework and revised its plans accordingly, so urges the Government to listen to the concerns being expressed by the cross-party LGA.

This Council resolves to formally write to the Secretary of State for Communities and Local Government, outlining this Council's opposition to the plans.

12/57/CNLb Motion B

Councillor Price proposed and Councillor Ashton seconded the following motion:

“This Council

1. Supports the continued building of additional Council affordable housing, with the aim of building at least 650 additional homes by 2020.
2. Requests officers to report on all sites in the Council's current programme proposing redevelopment of existing housing to Community Services Scrutiny Committee for a full member review.
3. Requests the Committee to carry out a scrutiny review of present processes and procedures:
 - (a) To recommend radical consultation improvements to ensure that there is proper and meaningful consultation, in line with the Council's

agreed Code of Practice on Consultation with residents, before any further sites are approved for redevelopment;

- (b) To ensure processes take into account the fact that many of the residents at these locations are vulnerable and/or elderly and need support, in consultation with Independent Living, County Council Social Services and the mental health team at the Cambridgeshire and Peterborough NHS Foundation Trust; and
- (c) To instigate a fresh land review to identify further deliverable sites for new housing, including land that can potentially be obtained from wider Council or other public or housing association land holdings in Cambridge.

4. As part of this review, to hold a city wide review meeting with wider support organisations, and tenant representatives from each significant review site, and representatives of the County Council and NHS Foundation Trust and undertake and publish a full and effective Equalities Impact Assessment (EQIA).”

Councillor Smart proposed and Councillor Blackhurst seconded the following amendment:

Delete all and replace with:

“This Council

Supports the continued building of additional Council affordable housing, with the aim of building at least 650 additional homes by 2020, including 146 by 2015.

Notes that, while the present residents cannot have a veto on the programme, they should be kept fully informed of the plans and reassured that help, both financial and supportive, will be given them should the plans include the redevelopment of existing houses.

Greatly regrets that there has not always been adequate and appropriate communication to some of the residents affected by the present programme.

Notes that there is an annual report on all sites in the Council's current programme, including those which propose redevelopment of existing housing, at the June meeting of the Community Services Scrutiny Committee.

Requests that future reports give a detailed account of the consultation and communication that has taken place with the residents principally affected by the programme,

Requests also that future reports give details of the houses that are being considered for redevelopment including their size, setting, lettability and potential future repair costs.

Requests that a steering group is set up to over-see the development of the programme: the group would consist of the Executive Councillor for Housing, the Chair of the Community Services Scrutiny Committee, the opposition Spokesperson on the Community Services Scrutiny Committee and an elected Tenant or Leaseholder representative.”

On a show of hands the amendment was carried by 21 votes to 21 – and on the Mayor’s casting vote.

Councillor Blencowe asked for the minutes to show that Councillor Smart acknowledged that an appropriate Equality Impact Assessment was not undertaken concerning the Council housing redevelopment policy; and was willing to ask the Director of Customer & Community Services to do so in future.

Resolved (by 21 votes to 21 – and on the Mayor’s casting vote.) that:

This Council

Supports the continued building of additional Council affordable housing, with the aim of building at least 650 additional homes by 2020, including 146 by 2015.

Notes that, while the present residents cannot have a veto on the programme, they should be kept fully informed of the plans and reassured that help, both financial and supportive, will be given them should the plans include the redevelopment of existing houses.

Greatly regrets that there has not always been adequate and appropriate communication to some of the residents affected by the present programme.

Notes that there is an annual report on all sites in the Council's current programme, including those which propose redevelopment of existing housing,

at the June meeting of the Community Services Scrutiny Committee.

Requests that future reports give a detailed account of the consultation and communication that has taken place with the residents principally affected by the programme,

Requests also that future reports give details of the houses that are being considered for redevelopment including their size, setting, lettable and potential future repair costs.

Requests that a steering group is set up to over-see the development of the programme: the group would consist of the Executive Councillor for Housing, the Chair of the Community Services Scrutiny Committee, the opposition Spokesperson on the Community Services Scrutiny Committee and an elected Tenant or Leaseholder representative.

12/57/CNLc Motion C

Councillor Owers proposed and Councillor Pitt seconded the following motion:

“The Council is deeply concerned at the recent Royal Mail announcement that it is considering the closure of Cambridge mail sorting office on Clifton Road which

- Is likely to reduce service quality for Cambridge residents including reduced late posting times and the loss of the 7.30pm last post
- Threatens 200 skilled blue-collar jobs in the city
- Will add unnecessary increased lorry congestion on the A14 and increased carbon emissions, including local Cambridge post that will have to be transported all the way to Peterborough and back every day
- Could remove the Cambridge post-mark for non pre-franked mail.

The Council is opposed to the proposed closure, opposes the inevitable erosion in service to the public from relocation, at a time also of enforced rises in postage costs, and opposes the negative environmental impact of the proposal.

The Council resolves to write to Royal Mail expressing these views and calls on Royal Mail to retain the sorting office in Cambridge.”

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

12/57/CNLd Motion D

Councillor Benstead proposed and Councillor Herbert seconded the following motion:

“The Council supports the opportunity of city centre businesses to make a clear choice one way or other on a Business Improvement District (BID).

The Council notes that it holds a power, in limited circumstances, to veto the Business Improvement District (BID) proposals, on which businesses within the BID area are being balloted. Depending on the outcome of the ballot, the Council asks officers, immediately after the conclusion of the ballot:

- To prepare a report setting out the circumstances that might justify a veto
- To send the report to the Leader and to the Chair and Spokes of Strategy and Resources Scrutiny Committee, so their comments may inform the Leader's decision on whether or not to use the veto power.

The Council also requests a report by officers to the next meeting of the Committee on options for working with the County Council to improve city centre policy making and service deliver. This needs to include improved engagement of residents as well as business representatives, the University and wider parties, and recognise that all Cambridge residents have an interest in, and the right to a say, in the effective running of the City Centre.”

Councillor Bick proposed and Councillor Brown seconded the following amendment:

Delete all after first paragraph and insert:

“It notes the comprehensive officer report to the October 3rd Strategy & Resources Scrutiny Committee on all aspects of the BID process including the veto power, and the agreed recommendations to the Leader that there were no grounds to exercise it, leaving the participants themselves to resolve the issue in the ballot.

For leadership and decision making of public matters within the city centre, the Council welcomes:

- the current process of formulating a new Local Plan through which the city centre has been identified for focused study and consultation with all city residents and stakeholders, including the County Council;
- the recently adopted approach to developer contributions providing a citywide strategic fund for investment in the public realm, for which the city centre would be a potential candidate
- the contribution of the West-Central Area Committee, on behalf of residents of the city centre, to environmental improvements, community safety and planning, in which they are often joined by organisations and traders and residents of other parts of the city
- the oversight and customisation of the Council's general service offering in the city centre through its central committee structure, involving councillors from across the city, which triggers wider consultation where applicable."

On a show of hands the amendment was carried by 21 votes to 19.

Resolved (by 21 votes to 3) that:

The Council supports the opportunity of city centre businesses to make a clear choice one way or other on a Business Improvement District (BID).

It notes the comprehensive officer report to the October 3rd Strategy & Resources Scrutiny Committee on all aspects of the BID process including the veto power, and the agreed recommendations to the Leader that there were no grounds to exercise it, leaving the participants themselves to resolve the issue in the ballot.

For leadership and decision making of public matters within the city centre, the Council welcomes:

- the current process of formulating a new Local Plan through which the city centre has been identified for focused study and consultation with all city residents and stakeholders, including the County Council;
- the recently adopted approach to developer contributions providing a citywide strategic fund for investment in the public realm, for which the city centre would be a potential candidate
- the contribution of the West-Central Area committee, on behalf of residents of the city centre, to environmental improvements, community

safety and planning, in which they are often joined by organisations and traders and residents of other parts of the city

- the oversight and customisation of the Council's general service offering in the city centre through its central committee structure, involving councillors from across the city, which triggers wider consultation where applicable.

12/57/CNLe Motion E

Councillor Cantrill proposed and Councillor Reiner seconded the following motion:

“Council notes:

- A living wage was first established in the UK in 2001
- Currently the living wage rate is £7.20p per hour outside London (the “Living Wage”), calculated using incomes and prices data on a system developed and maintained by the Centre for Research and Social Policy at Loughborough University
- According to charity Barnardo's over 58% of children who live in poverty in the UK have at least one parent in paid work
- The Living Wage Foundation estimates over 10,000 families have been helped out of working poverty across the UK as a result of the living wage
- Recent tax changes put in place by the Liberal Democrats as part of the Coalition Government that provided a tax cut of £220 per year for low paid individuals has lifted many of the low paid out of the tax threshold
- That key components of the cost of living (food and utilities) continue to being challenging for residents of the city
- The Living Wage Week during 4th – 10th November 2012 will actively promote the living wage across the UK

Council believes:

- The national minimum wage was an important development to ensure a basic level of income for the lowest paid
- However, given the cost of living in Cambridge the minimum wage is not enough for an individual or a family to avoid living in poverty with all the ill effects that has
- A living wage is considered the minimum wage needed to provide 'adequate income' to ensure social inclusion for an individual or their family
- As one of the City's biggest employers, the City Council can help promote the living wage in Cambridge by becoming a 'living wage employer'
- That the procurement strategy of the City Council can influence and encourage our partners in service delivery to uphold the same approach as ours

Council requests that the Executive Councillor for Customer Services & Resources:

- Bring forward proposals that:
 - o Ensure all employees receive at least the Living Wage as soon as practicable and by no later than April 2013; and
 - o Explore agency staff receiving the Living Wage as part of the Budget process for 2013/2014; and
 - o Explore changing the Council's procurement processes to encourage contractors to adopt a similar position and as legislation permits insist that contractors meet the living wage obligation
- Writes to the MPs in Cambridge seeking their support and asking them to campaign for the living wage in the City".

Councillor Price proposed and Councillor Herbert seconded the following amendment:

Paragraph 4 after "Council believes" beginning "As one of the City's biggest employers..." delete "can" and insert "will" after "City Council".

After “Bring forward proposals that” (hollow bullet points):

- Paragraph 2 - Delete all and replace with “Ensure all agency and temporary staff receive the Living Wage as part of the Budget process for 2013/2014; and”.
- Paragraph 3 - delete all and replace with “Change the Council’s procurement processes to ensure contractors adopt the same position and, as legislation permits, insist that contractors meet the living wage obligation.”

On a show of hands the amendment was lost by 15 votes to 21.

Councillor Price proposed and Councillor Owers seconded the following amendment:

Delete paragraph 5 in its entirety “Recent tax changes put in place by the Liberal Democrats as part of the Coalition Government that provided a tax cut of £220 per year for low paid individuals has lifted many of the low paid out of the tax threshold”.

On a show of hands the amendment was lost by 16 votes to 21.

Councillor Blencowe proposed and Councillor Cantrill seconded the following amendment:

Delete paragraph starting “Explore agency staff...” and replace with “Ensure all agency and temporary staff receive the Living Wage as part of the Budget process for 2013/2014; and”.

On a show of hands the amendment was carried unanimously.

Resolved (unanimously) that:

Council notes:

- A living wage was first established in the UK in 2001
- Currently the living wage rate is £7.20p per hour outside London (the “Living Wage”), calculated using incomes and prices data on a system developed and maintained by the Centre for Research and Social Policy at Loughborough University

- According to charity Barnardo's over 58% of children who live in poverty in the UK have at least one parent in paid work
- The Living Wage Foundation estimates over 10,000 families have been helped out of working poverty across the UK as a result of the living wage
- Recent tax changes put in place by the Liberal Democrats as part of the Coalition Government that provided a tax cut of £220 per year for low paid individuals has lifted many of the low paid out of the tax threshold
- That key components of the cost of living (food and utilities) continue to being challenging for residents of the city
- The Living Wage Week during 4th – 10th November 2012 will actively promote the living wage across the UK

Council believes:

- The national minimum wage was an important development to ensure a basic level of income for the lowest paid
- However, given the cost of living in Cambridge the minimum wage is not enough for an individual or a family to avoid living in poverty with all the ill effects that has
- A living wage is considered the minimum wage needed to provide 'adequate income' to ensure social inclusion for an individual or their family
- As one of the City's biggest employers, the City Council can help promote the living wage in Cambridge by becoming a 'living wage employer'
- That the procurement strategy of the City Council can influence and encourage our partners in service delivery to uphold the same approach as ours

Council requests that the Executive Councillor for Customer Services & Resources:

- Bring forward proposals that:
 - Ensure all employees receive at least the Living Wage as soon as practicable and by no later than April 2013; and
 - Ensure all agency and temporary staff receive the Living Wage as part of the Budget process for 2013/2014; and
 - Explore changing the Council's procurement processes to encourage contractors to adopt a similar position and as legislation permits insist that contractors meet the living wage obligation

Writes to the MPs in Cambridge seeking their support and asking them to campaign for the living wage in the City.

12/58/CNL Written Questions

No written questions were received.

The meeting ended at 0.45 am

CHAIR

COUNCIL

9 January 2013

6.00 - 6.45 pm

Present: Councillors Stuart (Mayor), Saunders (Deputy Mayor), 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, Pippas, Pitt, Pogonowski, Price, Reid, Reiner, Rosenstiel, Smart, Smith, Swanson, Todd-Jones, Tucker, Tunnaclyffe and Ward

FOR THE INFORMATION OF THE COUNCIL**13/1/CNL Apologies for absence**

Apologies were received from Councillor Abbott.

13/2/CNL Declaration of Interests

Councillor	Item	Interest
Reid	13/4/CNL	Personal: Owner of a rental property in Cambridge that could be affected by the proposed exemptions in the new scheme.
Stuart	13/4/CNL	Personal: Owner of a rental property in Cambridge that could be affected by the proposed exemptions in the new scheme.
Tucker	13/4/CNL	Personal: Owner of a rental property in Cambridge that could be affected by the proposed exemptions in the new scheme.
Smith	13/4/CNL	Personal: Owner of a rental property in Cambridge that could be affected by the proposed exemptions in the new scheme.
Ward	13/4/CNL	Personal: Owner of a vacant rental property in Cambridge that would be affected by the proposed exemptions if it were still empty when the scheme takes effect.

13/3/CNL Public Questions Time

Dr Eva addressed the Council and made the following points:

- i. Had raised concern about climate change at the Council meeting on 25 October 2012 and been informed by the Executive Councillor that it was mainstreamed through Council activities rather than treated as a separate issue.
- ii. Had subsequently met with the Executive Councillor and relevant officers on 18 December 2012 to further discuss the issue. Whilst this meeting provided a better understanding of the council's approach to climate change it also highlighted a lack of ambition in the way the Climate Change Strategy had been developed.
- iii. Raised concern that the Climate Change Strategy failed to acknowledge the effects of temperature increases.
- iv. Highlighted quotes by the World Bank, PriceWaterhouseCoopers and the International Energy Agency regarding the effect of temperature increases.

The Executive Councillor for Planning and Climate Change responded:

- i. Highlighted that whilst the Council could work towards reducing its carbon emissions to zero, there was no clarity on what effect, if any, this would have. Decisions, as suggested by Dr Eva, on such issues as the closure of swimming pools could therefore not be made lightly.

In response, Dr Eva made the following points:

- i. Whilst the City Council's carbon emissions may be small, the Council's motivation for reducing them could be for the following three reasons:
 - Fairness
 - Leadership
 - Tokenism
- ii. As the Executive Councillor did not appear to take his responsibilities seriously he should resign his position.

The Executive Councillor for Planning and Climate Change responded:

- i. Whilst Dr Eva's comments had been noted and would be taken into consideration, the Executive Councillor would not be resigning his position.

13/4/CNL To consider the recommendations of the Executive for Adoption

Localisation of Council Tax Support

Councillor Cantrill proposed and Councillor Reiner seconded the following amendment:

Add to the recommendation of the Executive for adoption:

“While opposing the principal of localisation of council tax benefit as outlined by the Government, the Council welcomes the work done by officers to ensure that the arrangements in Cambridge will protect the vulnerable and preserve the equivalent levels of benefit for those currently entitled to it.”

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

Resolved (by 23 votes to 0) that:

- i. The proposed localised Council Tax Support Scheme, as set out in the committee report, be approved.
- ii. The proposals to take advantage of new powers set out in the Local Government Finance Act 2012 (amending the Local Government Finance Act 1992) to vary statutory exemptions from Council Tax in respect of vacant and unoccupied dwellings, as set out in paragraph 5.2 of the committee report, be approved (Annex A of the committee report provides background information).
- iii. Authority be delegated to the Director of Customer and Community Services to make minor amendments to the scheme. Major amendments or fundamental changes will be referred to Executive Councillor, Chair and Oppositions Spokes of the Strategy and Resources Scrutiny Committee.
- iv. Authority be delegated to the Head of Revenues and Benefits, to make the detailed arrangements required to implement the proposed localised Council Tax Support Scheme and the variations to the exemptions from Council Tax.

- v. Authority be delegated to the Director of Resources to calculate and approve the Council Tax Base for 2013/14 and to notify precepting bodies by 31 January 2013.

- VI. While opposing the principal of localisation of council tax benefit as outlined by the Government, the Council welcomes the work done by officers to ensure that the arrangements in Cambridge will protect the vulnerable and preserve the equivalent levels of benefit for those currently entitled to it.

The meeting ended at 6.45 pm

CHAIR

<p style="text-align: center;">RECOMMENDATION TO COUNCIL (THE LEADER – COUNCILLOR BICK)</p>
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ANNUAL TREASURY MANAGEMENT REPORT 2012/13

This Council approved the annual Treasury Management Strategy Statement for 2012/13 on 23rd February 2012 and updated it as part of its Medium Term Strategy on 25th October 2012. The Strategy states that this Council will monitor treasury management activity through a mid-year report. This report forms the mid-year monitoring report for 2012/13. Also, as part of this strategy, the Council complies with the provisions of Section 32 of the Local Government Finance Act 1992 to set a balanced budget.

The Scrutiny Committee considered and approved the recommendations by 4 votes to 0.

Accordingly, Council is recommended to:

Approve the revised Prudential and Treasury Management Indicators as set out in Appendix 4 of the officer's report, incorporating changes as detailed in section 11 of the officer's report.

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To: The Leader and Executive Councillor for Strategy
:Councillor Tim Bick
Report by: Director of Resources
Relevant scrutiny Strategy & Resources Scrutiny 21/01/2013
committee: Committee
Wards affected: All Wards

MID-YEAR TREASURY MANAGEMENT REPORT 2012/13
Not a key Decision

1. Executive summary

- 1.1 The purpose of this report is to update the Council on treasury management activity and performance in the first half of 2012/13 in accordance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management Code of Practice.
- 1.2 To advise the Council on its treasury management practices as required by the CIPFA Treasury Management Code of Practice.

2. Recommendations

- 2.1 The Executive Councillor is asked to recommend the revised Prudential and Treasury Management Indicators as set out in Appendix 4, incorporating changes as detailed in section 11.

3. Treasury Management Strategy Statement 2012/13

- 3.1 This report and any tables that follow, show the Mid-Year Treasury Management position as at 30th September 2012. Any subsequent amendments will be reflected as part of the Budget Setting Process for 2013/14.
- 3.2 This Council approved the annual Treasury Management Strategy Statement for 2012/13 on 23rd February 2012 and updated it as part of its Medium Term Strategy on 25th October 2012. The Strategy states that this Council will monitor treasury management activity through a mid-year report. This report forms the mid-year monitoring report for

2012/13. Also, as part of this strategy, the Council complies with the provisions of Section 32 of the Local Government Finance Act 1992 to set a balanced budget.

- 3.3 The latest Government guidance, issued by the Department for Communities and Local Government (DCLG), on local authority treasury management states that local authorities should consider the following factors in the order they are stated i.e.

Security – Liquidity – Yield

- 3.4 The Treasury Management Strategy reflects these factors and is explicit that the priority for the Council is the security of its funds. The monthly Treasury Management Position Statements, updating the Executive Member, are structured according to these factors, to demonstrate that they are being considered and addressed operationally.

4. Treasury Management Activity: Security

- 4.1 The Treasury Management Strategy Statement places a high emphasis on the security of the Council's deposits. This is achieved through maintaining a lending list of high quality counterparties, and operating strict limits on the amounts that may be deposited with individual counterparties or groups of counterparties.
- 4.2 This Council approved the list of institutions that the Council can lend to as part of its Treasury Management Strategy Statement.
- 4.3 The counterparty list was based on advice received from the Council's Treasury Management advisors. The list includes only those institutions that have been assessed as having a high credit rating combined with data relating Credit Default Swaps spreads (CDS). CDS data is used to give early warning signs of likely changes in credit ratings.

5. Treasury Management Activity: Liquidity

- 5.1 Once the Council is satisfied that security risk is being managed, the next consideration in treasury management is liquidity. The Council has a number of inflows and outflows every month and it is important that the Council's funds are managed to ensure there is sufficient liquidity when it is required.
- 5.2 During the first half of 2012/13 (to 30th September 2012), cash balances have remained at appropriate levels sufficient to effectively manage the payments that this Council was required to make. This has been

achieved through effective cash management arrangements and utilisation of the Council's HSBC deposit account where appropriate, as it provides the Council with instant access to funds and a reasonable return under the adverse economic conditions (currently 0.30%).

- 5.3 Appendix 3 shows the Council's deposits as at 30th September 2012, of £69.960m. This figure excludes deposits held with Icelandic banks, which are subject to a formal and separate claims procedure.

6. Treasury Management Activity: Yield

- 6.1 Only once security and liquidity have been assessed and the Council has taken all steps to minimise these risks, should yield be a factor. The base rate has remained at 0.50% throughout the financial year to date and our treasury advisor's (Sector) forecast is that it will remain at this rate until at least December 2014, when it will start to rise slowly.
- 6.2 The Debt Management Office (DMO) is still paying 0.25%, regardless of the deposit term. Banks are paying a variety of rates up to approximately 1.75%, depending on the period funds are deposited for.
- 6.3 Interest of £315,000 has been earned on the Council's deposits during the first half year at an average rate of 0.81%. This return compares favourably with the average 7 day London Interbank Offered Rate (LIBOR) of 0.55% as at 30th September 2012. The original budget for interest earned in 2012/13 is £557,000. However, it is anticipated that this level of budget will be over-achieved and will be reviewed and revised as part of the budget process.

7. Treasury Management Practices

- 7.1 The CIPFA Treasury Management Code of Practice requires local authorities to produce and maintain a document of Treasury Management Practices.
- 7.2 The above document is supplemented by a systems document covering Treasury Management procedures, the detail of how to apply the practices for use by officers in their day to day work on treasury management.

8. Economic Update provided by Sector

- 8.1 In order to produce effective forecasting the Council needs to be aware of how the worldwide economy may potentially influence Treasury Management issues. Sector's opinion on the wider global economy is

shown at Appendix 2, and provides an overview of the economic position as at 30th September 2012.

9. Introduction of the Public Works Loans Board (PWLB) Certainty Rate

- 9.1 The Government's 2012 Budget announced that the Government will introduce, in 2012-13, a 0.20% discount on loans from the PWLB under the prudential borrowing regime for those local authorities providing improved information and transparency on their locally-determined long-term borrowing and associated capital spending plans.
- 9.2 Eligibility to this discount rate will be available to English, Scottish and Welsh local authorities operating the CIPFA Prudential Code (such as this Authority) and the discount rate will be available from 1st November 2012 until 31st October 2013 on 'new' borrowing.
- 9.3 Further to this Council's application, the DCLG has approved the Council's eligibility, and therefore we can use the preferential PWLB interest rate during the period highlighted above.

10. Sector's Interest Rate Forecasts

- 10.1 The table below represents a prediction on interest rates as forecast by the Council's Treasury Management advisor (Sector) incorporating the introduction of the PWLB certainty rate from November 2012:

	17.9.12 actual	Nov-12	Dec-12	Mar-13	Jun-13	Sep-13	Dec-13	Mar-14	Jun-14	Sep-14	Dec-14	Mar-15
BANK RATE	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.75
3 month LIBID	0.55	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.60	0.60	0.70	0.80
6 month LIBID	0.85	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.80	0.90	1.00	1.10
12 month LIBID	1.30	1.00	1.00	1.00	1.00	1.00	1.00	1.10	1.10	1.20	1.30	1.30
5 yr PWLB	1.89	1.30*	1.30*	1.30*	1.30*	1.40*	1.60	1.70	1.70	1.80	2.00	2.20
10 yr PWLB	2.91	2.30*	2.30*	2.30*	2.30*	2.40*	2.60	2.70	2.70	2.80	3.00	3.20
25 yr PWLB	4.15	3.50*	3.50*	3.60*	3.60*	3.60*	3.80	3.90	3.90	4.00	4.10	4.30
50 yr PWLB	4.32	3.70*	3.70*	3.80*	3.80*	3.80*	4.00	4.10	4.10	4.20	4.30	4.50

* The above percentages marked, include 0.20% PWLB Certainty Rate discount

- 10.2 Sector's predictions are that base interest rates will not rise until January 2015, at the earliest.

11. Treasury Management Strategy Statement (TMSS) and Annual Investment Strategy update

11.1 The Treasury Management Strategy Statement (TMSS) for 2012/13, was approved by the Council on 23rd February 2012.

11.2 There are no other policy changes to the TMSS (other than the use of Bank Notice Accounts approved by Council on 25th October 2012); the details in this report show the position in the light of the updated economic position and budgetary changes already approved.

11.3 The table below shows the Council's Prudential Indicators for its Authorised, Operational and Capital Financing Requirement limits.

Prudential Indicator 2012/13	Original Budget	Changes since BSR agreed 23/02/2012	Prudential Indicator As at 30/09/2012
	£000	£000	£000
Authorised Limit	250,000	0	250,000
Operational Boundary	213,571	2,806	216,377
Capital Financing Requirement	213,571	2,806	216,377

11.4 The changes from original budget (totalling £2,806k) reflect an amendment of £283k to the Council's internal borrowing requirement, and £2,523k for potential borrowing for the Clay Farm Collaboration Agreement.

12. The Council's Capital Position (Prudential Indicators)

12.1 This section of the report is structured to update:

- the Council's capital expenditure plans;
- how these plans are being financed;

- the impact of the changes in the capital expenditure plans on the prudential indicators and the underlying need to borrow; and
- compliance with the limits in place for borrowing activity.

12.2 Prudential Indicator for Capital Expenditure

This table below shows the revised estimates for capital expenditure and the changes to the capital programme as agreed by Council as part of the Medium Term Strategy on 25th October 2012.

Capital Expenditure	2012/13 Original Estimate	Changes since BSR agreed 23/02/2012	2012/13 Revised Estimate
	£000	£000	£000
General Fund	14,722	2,023	16,745
HRA	21,663	5,384	27,047
Total	36,385	7,407	43,792

12.3 Changes to the Financing of the Capital Programme

The table below draws together the main strategy elements of the capital expenditure plans (above), and the expected financing arrangements of this capital expenditure. The borrowing need, as shown in the table below, will increase the underlying indebtedness of the Council.

Capital Expenditure	2012/13 Original Estimate	Changes since BSR agreed 23/02/2012	2012/13 Revised Estimate
	£'000	£000	£000
General Fund	14,722	2,023	16,745
HRA	21,663	5,384	27,047
Total spend	36,385	7,407	43,792
Financed by:			
Capital receipts	(937)	0	(937)
Other contributions	(35,448)	(4,884)	(40,332)
Total financing	(36,385)	(4,884)	(41,269)
External borrowing need	0	2,523	2,523

12.4 Changes to the Prudential Indicators for the Capital Financing Requirement (CFR), External Debt and the Operational Boundary

The table shows the CFR, which is the underlying external need to incur borrowing for a capital purpose. It also shows the expected debt position over the period. This is termed the Operational Boundary.

12.5 Prudential Indicator – Capital Financing Requirement

The Council is on target to achieve the original forecast Capital Financing Requirement.

12.6 Prudential Indicator – External Debt / the Operational Boundary

The table below details the Council's operational Boundary (the limit which external borrowing is not normally expected to exceed).

Operational Boundary	2012/13 Current Position £000
CFR – non housing	1,629
CFR – housing	214,748
Total CFR	216,377
Net movement in CFR	216,377
Borrowing	216,095
Total estimated external debt as at 31 March 2013	216,095

12.7 Limits to Borrowing Activity

The first key control over the treasury activity is a prudential indicator to ensure that over the medium term, net borrowing (borrowings less deposits) will only be for a capital purpose. Net external borrowing should not, except in the short term, exceed the total of CFR in the preceding year plus the estimates of any additional CFR for 2012/13 and the next two financial years. This allows some flexibility for limited early borrowing for future years. The Council has approved a policy for borrowing in advance of need that will be adhered to if this proves prudent.

Cumulative Net External Debt	2012/13 Original Estimate £000	Changes since BSR agreed 23/02/2012 £000	2012/13 Revised Estimate £000
Gross debt	213,571	2,806	216,377
Less: deposits	32,432	30,778	63,210
Net debt	181,139	(27,972)	153,167

No difficulties are envisaged for the current or future years in complying with this prudential indicator.

- 12.8 A further prudential indicator controls the overall level of borrowing. This is the Authorised Limit that represents the limit beyond which borrowing is prohibited, and needs to be set and revised by Members. It reflects the level of borrowing which, while not desired, could be afforded in the short term, but is not sustainable in the longer term. It is the expected maximum borrowing need with some headroom for unexpected movements. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003.

Authorised limit for external debt	2012/13 Current Position £000
Borrowing	250,000
Total	250,000

Source: Medium Term Strategy Report – 25th October 2012

13. Deposit Portfolio 2012/13

- 13.1 In accordance with the Code, it is the Council's priority to ensure security of capital and liquidity, and to obtain an appropriate level of return that is consistent with the Council's risk appetite. As set out in Section 8, it is a very difficult deposit market in terms of earning the level of interest rates commonly seen in previous decades as rates are very low and in line with the 0.50% Bank Rate. The continuing Eurozone sovereign debt crisis, and its potential impact on banks, prompts a low risk and short-

term strategy. Given this risk averse environment, deposit returns are likely to remain lower.

13.2 The Council held £69.960m of deposits as at 30th September 2012 (£69.380m at 31st March 2012) and the deposit portfolio yield for the first six months of the year is 0.81%. The approved counterparty limits within the Annual Investment Strategy were not breached during the first six months of 2012/13.

13.2 **Deposit Counterparty Criteria**

There have been some changes to the counterparty list since the Medium Term Strategy as agreed by Council on 25th October 2012. These are the introduction of Bank Notice Accounts, which are now ready to use. The use of these accounts has additionally been endorsed by Sector.

13.3 The Council continues to monitor the guidance received from Sector on a daily basis and places deposits in line with their current advice.

13.5 As a result of the heightened uncertainty in financial markets, Sector Treasury are stressing the importance of a cautionary deposit stance, and on a temporary basis, are including in their methodology a restricted duration limit (to a maximum of 3 months) for the majority of institutions. This limit will apply to all institutions on the suggested Sector Credit List with the following exceptions:

- UK Government and related entities such as Local Authorities
- UK semi-nationalised institutions (including Lloyds and RBS).

13.4 During the first half of 2012/13, Moody's Investors Service (one of the three ratings agencies used by Sector) downgraded the ratings of a number of financial institutions, including some semi-nationalised banks. The downgrades do not reflect any deterioration in the financial strength of the banking system or that of the Government. The downgrades have been caused by Moody's reassessment of the support environment in the UK. Fitch has downgraded these institutions as well.

13.5 In line with Sector's current advice, deposits with semi-nationalised banks and local authorities be limited to a maximum of 12 months duration and UK domiciled banks up to 3 months. Santander UK is no longer on our counterparty list, also, in line with Sector's advice.

14. Icelandic Bank Deposits

Heritable

- 14.1 At 30 September 2012 the Council had received distributions totalling £3,036,436, which represented 74.54 pence in the pound of the total claim of £4,072,361.
- 14.2 The above claim is being dealt with as part of the UK legal process.

Landsbanki

- 14.3 At 30 September 2012 the Council had received two distributions for a total of £2,156,842 from the winding-up board in respect of Landsbanki Islands Hf. This equates to approximately 40% of the claim.
- 14.4 However, a further distribution of £301,899 has been received, and combined with the value within paragraph 14.3 above (totalling £2,458,741) represents approximately 48% of the total claim.

15. Other Implications

- (a) Staffing Implications – None identified
- (b) Equal Opportunities Implications – None identified
- (c) Environmental Implications – None identified
- (d) Procurement – None required
- (e) Consultation & Communication – None required
- (f) Community Safety – None identified

16. Background papers

No background papers were used in the preparation of this report.

17. Appendices

Appendix 1 – Glossary of Terms and Abbreviations (included as an additional aid for information);
Appendix 2 – Sector's opinion on global economies - as at 30th September 2012;
Appendix 3 – List of current deposits as at 30th September 2012; and;
Appendix 4 – Treasury Management Performance and Prudential Indicators.

18. Inspection of papers

If you have any queries on this report please contact:

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Treasury Management – Glossary of Terms and Abbreviations

Term	Definition
Authorised Limit for External Borrowing	Represents a control on the maximum level of external borrowing
Bank Call Accounts	Bank accounts from which deposits can be withdrawn without notice
Bank Notice Accounts	Bank accounts from which deposits can be withdrawn with notice but bearing a higher rate of interest
Capital Expenditure	Expenditure capitalised in accordance with regulations i.e. material expenditure either by Government Directive or on capital assets, such as land and buildings, owned by the Council (as opposed to revenue expenditure which is on day to day items including employees' pay, premises costs and supplies and services)
Capital Financing Requirement	A measure of the Council's underlying borrowing need i.e. it represents the total historical outstanding capital expenditure which has not been paid for from either revenue or capital resources
CIPFA	Chartered Institute of Public Finance and Accountancy
Consumer Price Index (CPI)	Measures changes in the price level of consumer goods and services purchased by households.
Counterparties	Financial Institutions with which funds may be placed
DCLG	Department for Communities & Local Government
ECB	European Central Bank
Gross Domestic Product (GDP)	The value of all goods and services of a country <u>less</u> any value of goods or services used in their creation in a given period of time (it measures the wealth of a country per head of population)
Headroom	Difference between the Authorised Limit for External Borrowing <u>minus</u> total current loans outstanding i.e. the amount available for further approved borrowing
HRA	Housing Revenue Account - a 'ring-fenced' account for local authority housing account where a council acts as landlord
HRA Self-Financing	A new funding regime for the HRA introduced in place of the previous annual subsidy system
Liquidity	A measure of how assets or investments are converted to cash quickly
MCP	Monetary Policy Committee - The Bank of England Committee responsible for setting the UK's bank base rate
Money Market Funds	Investment funds which provide depositors with a spread of risk over a number of financial institutions, on a short or longer term basis
MRP	Minimum Revenue Provision - the amount set aside to repay debt in the future
MRA	Major Repairs Allowance – the HRA budget provision to pay for repairs and maintenance of dwellings
Net Borrowing Requirement	External borrowing <u>less</u> deposits
Operational Boundary	Limit which external borrowing is not normally expected to exceed
PWLB	Public Works Loans Board - an Executive Government Agency of HM Treasury from which local authorities & other prescribed bodies may borrow at favourable interest rates
Retail Price Index (RPI)	As per definition of the Consumer Price Index above, but in addition includes social housing rent increases
Security	A measure of the creditworthiness of a counterparty
Yield	Interest, or rate of return, on an investment

Sector's opinion on global economies - as at 30th September 2012

Economic sentiment, in respect of the prospects for the UK economy to recover swiftly from recession, suffered a major blow in August when the Bank of England substantially lowered its expectations for the speed of recovery and rate of growth over the coming months and materially amended its forecasts for 2012 and 2013. It was noted that the UK economy is heavily influenced by worldwide economic developments, particularly in the Eurozone, and that on-going negative sentiment in that area would inevitably permeate into the UK's economic performance.

With regard to the Eurozone, investor confidence remains weak because successive "rescue packages" have first raised, and then disappointed, market expectations. However, the uncertainty created by the continuing Eurozone debt crisis is having a major effect in undermining business and consumer confidence not only in Europe and the UK, but also in America and the Far East including China.

In the UK, consumer confidence remains very depressed with unemployment concerns, indebtedness and a squeeze on real incomes from high inflation and low pay rises, all taking a toll. Whilst inflation has fallen considerably (Consumer Price Index, or CPI, @ 2.6% in July), UK Gross Domestic Product, or GDP, fell by 0.50% in the quarter to 30 June, the third quarterly fall in succession. This means that the UK's recovery from the initial 2008 recession has been the worst and slowest of any G7 country apart from Italy (G7 = US, Japan, Germany, France, Canada, Italy and UK). It is also the slowest recovery from a recession of any of the five UK recessions since 1930 and total GDP is still 4.50% below its peak in 2008.

This weak recovery has caused social security payments to remain elevated and tax receipts to be depressed. Consequently, the Chancellor's plan to eliminate the annual public sector borrowing deficit has been pushed back further into the future. The Monetary Policy Committee has kept Bank Rate at 0.50% throughout the period while quantitative easing was increased by £50bn to £375bn in July. In addition, in June, the Bank of England and the Government announced schemes to free up banking funds for business and consumers.

On a positive note, despite all the bad news on the economic front, the UK's sovereign debt remains one of the first ports of call for surplus cash to be invested in and gilt yields, prior to the European Central Bank

(ECB) bond buying announcement in early September, were close to zero for periods of five years and not that much higher for ten years.

The outlook for the next six months of 2012/13

The risks in economic forecasts continue unabated from the previous treasury strategy. Concern has been escalating that the Chinese economy is heading for a hard landing, rather than a gentle slowdown, while America is hamstrung by political deadlock that prevents a positive approach to countering weak growth. Whether the presidential election in November (with Barack Obama now under a new presidential term) will remedy this deadlock is up for debate, but urgent action will be required early in 2013 to address the US debt position. However, on 13 September the US Federal Reserve (Central Bank of US) announced an aggressive stimulus programme for the economy with a third round of quantitative easing focused on boosting the stubbornly weak growth in job creation, and this time with no time limit. They also announced that it was unlikely that there would be any increase in interest rates until at least mid 2015.

Eurozone growth will remain weak as austerity programmes in various countries curtail economic recovery. A crunch situation is rapidly developing in Greece as it has failed yet again to achieve deficit reduction targets and so may require yet another (third) bail out. There is the distinct possibility that some of the northern European countries could push for the ejection of Greece from the Eurozone unless its financial prospects improve, which does not seem likely at this juncture. A financial crisis was also rapidly escalating over the situation in Spain. However, in early September the ECB announced that it would purchase unlimited amounts of shorter-term bonds of Eurozone countries that have formally agreed the terms for a bailout. Importantly, this support would be subject to conditions (which have yet to be set) and include supervision from the International Monetary Fund. This resulted in a surge in confidence that the Eurozone has at last put in place the framework for adequate defences to protect the Euro. However, it remains to be seen whether the politicians in charge of Spain and Italy will accept such loss of sovereignty in the light of the verdicts that voters have delivered to the politicians in other peripheral countries that have accepted such supervision and austerity programmes. The Eurozone crisis is therefore far from being resolved as yet. The immediate aftermath of this announcement was a rise in bond yields in safe haven countries, including the UK. Nevertheless, this could prove to be as short lived as previous “solutions” to the Eurozone crisis.

The Bank of England Quarterly Inflation Report in August pushed back the timing of the return to trend growth and also lowered its inflation expectations. Nevertheless, concern remains that the Bank's forecasts of a weaker and delayed robust recovery may still prove to be over optimistic given the world headwinds the UK economy faces. Weak export markets will have negative effects on the economy and consumer expenditure will continue to be depressed due to a focus on paying down debt, negative economic sentiment and job fears. The Coalition Government, meanwhile, is likely to be hampered in promoting growth by the requirement of maintaining austerity measures to tackle the budget deficit.

The overall balance of risks is, therefore, weighted to the downside:

- This Council, therefore, expects low growth in the UK to continue, with Bank Rate unlikely to rise in the next 24 months, coupled with a possible further extension of quantitative easing. This will keep deposit returns depressed. However, this Council did achieve good returns in the first half of this year on its deposits, despite these adverse economic circumstances.
- The expected longer run trend for Public Works Loans Board (PWLB) borrowing rates is for them to eventually rise, primarily due to the need for a high volume of gilt issuance in the UK and the high volume of debt issuance in other major western countries. However, the current safe haven status of the UK may continue for some time, tempering any increases in yield.
- This interest rate forecast is based on an assumption that growth starts to recover in the next three years to a near trend rate of 2.50%. However, if the Eurozone debt crisis worsens as a result of one or more countries having to leave the Euro, or low growth in the UK continues longer, then Bank Rate is likely to be depressed for even longer than in this forecast.

Deposits as at 30 September 2012

Counterparty	Principal	% Rate	Maturity Date	Broker	Deposit Date	
Heritable Bank Limited	1,000,000	5.65000%	Overdue	(Prebons)	09-Jan-08	United Kingdom
Heritable Bank Limited	1,000,000	6.21000%	Overdue	(Martins)	13-Jun-08	United Kingdom
Landsbanki Islands hf	2,000,000	6.22000%	Overdue	(Martins)	30-Jun-08	Iceland
Heritable Bank Limited	2,000,000	6.00000%	Overdue	(Martins)	05-Sep-08	United Kingdom
Landsbanki Islands hf	1,000,000	6.35000%	Overdue	(Martins)	01-Jul-08	Iceland
Landsbanki Islands hf	2,000,000	6.42000%	Overdue	(Martins)	01-Jul-08	Iceland
Deposits in 2008/09	9,000,000					
Birmingham City Council	1,000,000	0.32000%	04-Oct-12	Martins	04-Jul-12	Local Authority
Barclays Bank plc	3,000,000	0.78000%	12-Oct-12	Direct	12-Jul-12	United Kingdom
Nationwide BS	3,000,000	0.60000%	19-Oct-12	Direct	19-Jul-12	UK-Building Society
Cornwall County Council	3,000,000	0.31000%	22-Oct-12	Martins	03-Aug-12	Local Authority
Bank of Scotland Plc	3,000,000	1.75000%	23-Oct-12	Direct	23-Apr-12	Lloyds Banking Group
Barclays Bank plc	2,000,000	0.67000%	05-Nov-12	Direct	03-Aug-12	United Kingdom
Nationwide BS	1,000,000	0.58000%	05-Nov-12	Direct	03-Aug-12	UK-Building Society
Salford City Council	1,400,000	0.31000%	21-Nov-12	Tradition	31-Jul-12	Local Authority
Barclays Bank plc	1,000,000	0.63000%	21-Nov-12	Direct	21-Aug-12	United Kingdom
Barclays Bank plc	4,000,000	0.63000%	22-Nov-12	Direct	22-Aug-12	United Kingdom
Leeds City Council	2,000,000	0.31000%	22-Nov-12	Tradition	27-Sep-12	Local Authority
Salford City Council	2,000,000	0.31000%	22-Nov-12	Tradition	28-Sep-12	Local Authority
Nationwide BS	1,000,000	0.54000%	23-Nov-12	Direct	24-Aug-12	UK-Building Society
Birmingham City Council	2,000,000	0.31000%	23-Nov-12	Tradition	30-Aug-12	Local Authority

Counterparty	Principal	% Rate	Maturity Date	Broker	Deposit Date
Nationwide BS	2,000,000	0.54000%	03-Dec-12	Direct	03-Sep-12
Nationwide BS	1,000,000	0.54000%	07-Dec-12	Direct	07-Sep-12
National Westminster Bank Plc	2,000,000	1.10000%	14-Dec-12	Direct	15-Jun-12
Salford City Council	1,000,000	0.31000%	18-Dec-12	Tradition	28-Sep-12
National Westminster Bank Plc	2,000,000	1.10000%	21-Dec-12	Direct	22-Jun-12
East Lothian Council	2,000,000	0.31000%	24-Dec-12	Sterling	24-Sep-12
Nationwide BS	1,000,000	0.53000%	24-Dec-12	Direct	24-Sep-12
Lloyds TSB Bank Plc	3,000,000	1.75000%	27-Dec-12	Direct	25-Jun-12
Nationwide BS	1,000,000	0.51000%	28-Dec-12	Direct	28-Sep-12
Birmingham City Council	1,000,000	0.30000%	31-Dec-12	Martins	26-Sep-12
Lloyds TSB Bank Plc	3,000,000	1.75000%	04-Jan-13	Direct	04-Jul-12
National Westminster Bank Plc	4,000,000	1.10000%	04-Jan-13	Direct	04-Jul-12
National Westminster Bank Plc	2,000,000	1.01000%	24-Jan-13	Direct	24-Jul-12
Bank of Scotland Plc	2,000,000	1.65000%	18-Feb-13	Direct	17-Aug-12
Bank of Scotland Plc	3,000,000	1.65000%	18-Mar-13	Direct	17-Sep-12
Bank of Scotland Plc	1,000,000	1.65000%	26-Mar-13	Direct	26-Sep-12
The Royal Bank of Scotland Plc	4,000,000	0.85000%	01-Oct-12	Direct	28-Sep-12
HSBC Bank Plc [Deposit A/c]	5,560,000	0.30000%	01-Oct-12	HSBC	28-Sep-12
Current Deposits (post 1st Apr 2009)	69,960,000				
TOTAL CURRENT DEPOSITS	78,960,000				

Prudential Indicators and Treasury Management Indicators

Prudential Indicators	2011/12 Actual £000	2012/13 Probable out-turn £000	2013/14 Estimate £000	2014/15 Estimate £000
Updated Extract (from MTS, 25th October 2012)				
Capital Expenditure (excluding HRA Reform)				
General Fund	8,194	16,745	6,761	5,870
HRA	9,918	27,047	28,831	27,815
TOTAL	18,112	43,792	35,592	33,685
Net Revenue Expenditure (Net Revenue Stream)				
General Fund	19,857	17,035	16,814	16,901
HRA	34,599	36,669	38,538	40,381
Ratio of financing costs to net revenue stream				
General Fund	(2.15%)	(3.02%)	(3.06%)	(4.39%)
HRA (applies only to housing authorities)	0.05%	19.99%	19.27%	18.36%
Estimates of Financing Costs to net revenue stream				
Financing Costs				
- General Fund	(428)	(515)	(515)	(743)
- HRA	18	7,329	7,428	7,412
TOTAL	(410)	6,814	6,913	6,669
External Debt – the Operational Boundary (Includes HRA Self Financing Debt)	213,572	216,377	218,479	225,708
Estimates of Capital Financing Requirement as at 31st March				
- General Fund	212,961	1,629	2,721	3,507
- HRA	893	214,748	215,758	222,201
TOTAL	213,854	216,377	218,479	225,708
Less: Deposits	63,903	63,210	59,027	53,350
Cumulative Net Borrowing Requirement	149,951	153,167	159,452	172,358

Treasury Management Indicators	2011/12 Actual £000	2012/13 Probable out-turn £000	2013/14 Estimate £000	2014/15 Estimate £000
Authorised Limit for external debt:-				
Borrowing	250,000	250,000	250,000	250,000
Other long term liabilities	0	0	0	0
TOTAL	250,000	250,000	250,000	250,000
Operational Boundary for external debt:-				
Borrowing	213,854	216,377	218,479	225,708
Other long term liabilities	0	0	0	0
TOTAL	213,854	216,377	218,479	225,708
Upper limit for fixed interest rate exposure				
Fixed rate	(378)	7,132	7,234	7,073
Variable rate	(23)	(23)	(23)	(23)
Upper limit for total principal sums deposited for over 364 days	5,000	5,000	5,000	5,000

Maturity Structure of Borrowing - Upper limit (as a %'age of debt at start of year)	2011/12	2012/13	2013/14	2014/15
Under 12 months	0	0	0	0
12 months and within 24 months	0	0	0	0
24 months and within 10 years	0	0	0	0
5 years and within 10 years	0	0	0	0
10 years and above	100	100	100	100

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

HOUSING REVENUE ACCOUNT (HRA) BUDGET SETTING REPORT (BSR) 2013/14 to 2016/17 – REVENUE AND CAPITAL

The HRA BSR confirms that the key parameters agreed as part of the HRA Business Plan of February 2012, and subsequent update of October 2012, can be achieved in setting the 2013/14 HRA Budget.

Following consideration at the Community Services Scrutiny Committee, Council on 21st February 2013 are asked to approve the Housing Capital Investment Plan, including capital bids and associated funding proposals.

The Scrutiny Committee considered and approved the recommendations by 4 votes to 0.

Accordingly, Council is recommended to:

Housing Capital

- i. Approve the capital bids, including resource to re-roof HRA commercial property in Campkin Road and funding to meet the relocation costs of existing residents in housing in Water Lane and Aylesborough Close (subject to approval that the schemes proceed, as shown in Appendix H of the HRA Budget Setting Report.)
- ii. Approve re-phasing of both the expenditure, and external funding, in respect of the new build affordable housing programme, in line with scheme specific approvals and anticipated cash flows.
- iii. Approve the virement of £40,000 of resource from the communal area uplift allocation, where work is still being done to produce full stock condition data, to the budget for work to HRA commercial property, to facilitate the conversion of ECCHO House to a two-bedroom dwelling for social housing purposes at a total cost of £95,000, as detailed in the project appraisal at Appendix P, and the Housing Capital Investment Plan at Appendix N of the HRA Budget Setting Report.

- iv. Approve a reduction of £80,000 in each of the Disabled Facilities Grant and Private Sector Housing Grants and Loans budgets in 2012/13 due to a combination of reduced demand, coupled with a temporary reduction in activity by the new Shared Home Improvement Agency whilst the service was set up. Permission is sought to re-profile this resource to 2017/18, the end of the current funding period, from which point future funding for this area of investment is at risk.
- v. Approve the revised Housing Capital Investment Plan as shown in Appendix N of the HRA Budget Setting Report.
- vi. Approve a provisional addition to the Housing Capital Allowance of £25,358,000 in respect of anticipated qualifying expenditure in 2013/14.



To: Executive Councillor for Housing (and Deputy Leader): Councillor Catherine Smart
Report by: Director of Customer & Community Services
Relevant scrutiny committee: Community Services Scrutiny Committee 17/1/2013
Wards affected: All Wards

HOUSING REVENUE ACCOUNT (HRA) BUDGET SETTING REPORT (BSR) 2013/14 to 2016/17 – REVENUE AND CAPITAL
Key Decision

1. Executive Summary

- 1.1 At this stage in the 2013/14 budget process the range of assumptions on which the HRA Business Plan Mid-Year Update was based need to be reviewed, in light of the latest information available, to determine whether any aspects of the strategy need to be revised. This will then provide the basis for the finalisation of the 2012/13 revised and 2013/14 budgets.
- 1.2 The HRA Budget-Setting Report, which is attached, provides an overview of the review of the key assumptions. It sets out the key parameters for the detailed recommendations and final budget proposals.
- 1.3 The recommendations that follow refer to the strategy outlined in the HRA Budget Setting Report.
- 1.4 The HRA BSR confirms that the key parameters agreed as part of the HRA Business Plan of February 2012, and subsequent update of October 2012, can be achieved in setting the 2013/14 HRA Budget.
- 1.5 Housing Management Board, on 8th January 2013, considered and supported the proposed review of rents and service charges and the revenue bids and savings, which form part of the HRA budget, both revised for 2012/13 and for 2013/14 and beyond.
- 1.6 The Executive Councillor for Housing will take final decisions in respect of the items in 1.5 above (recommendations a to m) at a meeting of Strategy & Resources in February 2013.

- 1.7 This report also recommends, following consideration at this meeting of Community Services, the approval of the Housing Capital Investment Plan, including capital bids and associated funding proposals (recommendations n to s), for final decision at Council on 21st February 2013.

2. Recommendations

The Executive Councillor, is recommended, following scrutiny and debate at Housing Management Board, to:

Review of Rents and Charges

- a) Approve the proposed charges for Housing Revenue Account services and facilities, as shown in Appendix B of the attached HRA Budget Setting Report.
- b) Approve that council dwellings rents be increased in line with rent restructuring guidelines to seek to achieve convergence with formula rent by 2015/16, with a maximum in individual increases of inflation (RPI at September 2012 of 2.6%) plus half percent (0.5%) plus £2.00 per week with effect from 1 April 2013, in accordance with the latest government guidelines.
- c) Approve inflationary increases of 2.4% in garage rents for 2013/14, in line with the base rate of inflation for the year assumed in the HRA Budget Setting Report, pending future recommendations in respect of garage pricing structures following the findings of the Garage Working Group.
- d) Approve that service charges for gas maintenance, door entry systems, lifts and electrical and mechanical maintenance are increased by a maximum of inflation at 2.6% plus 0.5%, if required, to continue to recover full estimated costs as detailed in Appendix B of the attached HRA Budget Setting Report.
- e) Approve that caretaking, communal cleaning, estate services, grounds maintenance, window cleaning, temporary housing premises and utilities, sheltered scheme premises, utilities, digital television aerial and catering charges continue to be recovered at full cost, as detailed in Appendix B of the attached HRA Budget Setting Report.
- f) Approve revised leasehold administration charges for 2013/14 as detailed in Appendix B of the attached HRA Budget Setting Report.

- g) Approve the revised Rent Write Off Policy, as detailed in Appendix A(1) of the HRA Budget Setting Report.
- h) Approve the revised Rent Policy, as detailed in Appendix A(2) of the HRA Budget Setting Report.

Revenue – HRA

Revised Budget 2012/13:

- i) Approve with any amendments, the Revised Budget items shown in Appendix D of the attached HRA Budget Setting Report.

Budget 2013/14:

- j) Approve with any amendments, the Non-Cash Limit items shown in Appendix E of the attached HRA Budget Setting Report.
- k) Approve with any amendments, the Unavoidable Revenue Bids and Savings shown in Appendix F of the attached HRA Budget Setting Report.
- l) Approve with any amendments, the Priority Policy Fund (PPF) Bids shown in Appendix G of the attached HRA Budget Setting Report.

Treasury Management

- m) Approve the continued approach to determining the most appropriate borrowing route in respect of any additional HRA borrowing requirement, as outlined in Section 6 of the HRA Budget Setting Report, delegating responsibility to the Director of Resources for the final decision, in consultation with the Executive Councillor, Chair, Vice Chair and Opposition Spokesperson for HMB.

The Executive Councillor is asked to recommend to Council (following scrutiny and debate at Community Services Scrutiny Committee):

Housing Capital

- n) Approval of capital bids, including resource to re-roof HRA commercial property in Campkin Road and funding to meet the relocation costs of existing residents in housing in Water Lane and Aylesborough Close (subject to approval that the schemes proceed, as shown in Appendix H of the HRA Budget Setting Report.

- o) Approve re-phasing of both the expenditure, and external funding, in respect of the new build affordable housing programme, in line with scheme specific approvals and anticipated cash flows.
- p) Approve the virement of £40,000 of resource from the communal area uplift allocation, where work is still being done to produce full stock condition data, to the budget for work to HRA commercial property, to facilitate the conversion of ECCHO House to a two-bedroom dwelling for social housing purposes at a total cost of £95,000, as detailed in the project appraisal at Appendix P, and the Housing Capital Investment Plan at Appendix N of the HRA Budget Setting Report.
- q) Approve a reduction of £80,000 in each of the Disabled Facilities Grant and Private Sector Housing Grants and Loans budgets in 2012/13 due to a combination of reduced demand, coupled with a temporary reduction in activity by the new Shared Home Improvement Agency whilst the service was set up. Permission is sought to re-profile this resource to 2017/18, the end of the current funding period, from which point future funding for this area of investment is at risk.
- r) Approve the revised Housing Capital Investment Plan as shown in Appendix N of the HRA Budget Setting Report.
- s) Approve a provisional addition to the Housing Capital Allowance of £25,358,000 in respect of anticipated qualifying expenditure in 2013/14.

3. Implications

3.1 All budget proposals have a number of implications. A decision not to approve a revenue bid will impact on managers' ability to deliver the service or scheme in question and could have staffing, equal opportunities, environmental and/or community safety implications. A decision not to approve a capital or external bid will impact on managers' ability to deliver the developments desired in the service areas.

(a) Financial Implications

3.2 The financial implications are outlined in the attached HRA Budget Setting Report 2013/14.

(b) Staffing Implications

3.3 Any direct staffing implications are outlined in the attached HRA Budget Setting Report 2013/14.

(c) **Equal Opportunities Implications**

3.4 An Equality Impact Assessment is included at Appendix O of the attached HRA Budget Setting Report 2013/14

(d) **Environmental Implications**

3.5 Where relevant, officers have considered the environmental impact of budget proposals, which are annotated as follows:

- +H / +M / +L: to indicate that the proposal has a high, medium or low positive impact.
- Nil: to indicate that the proposal has no climate change impact.
- -H / -M / -L: to indicate that the proposal has a high, medium or low negative impact.

(e) **Procurement**

3.6 Any procurement implications arising directly from revenue or capital bids will be considered and addressed as part of each individual project.

(f) **Consultation and Communications**

3.7 Consultation with tenant and leaseholder representatives is carried out as part of the HMB scrutiny process. The view of a representative group of tenants and leaseholders, in respect of investment priorities, was sought as part of the 2012 STAR tenants and leaseholder survey.

(g) **Community Safety**

3.8 Any community safety implications are outlined in the attached HRA Budget Setting Report 2013/14.

4. Background Papers

These background papers were used in the preparation of this report:

HRA Business Plan 2012/13 to 2041/42 as approved in February 2012
HRA Business Plan Update 2012/13 to 2041/42

5. Appendices

HRA Budget Setting Report 2013/14

6. Inspection of Papers

To inspect the background papers or if you have a query on the report please contact:

Author's Name: Julia Hovells
Author's Phone Number: 01223 - 457822
Author's Email: julia.hovells@cambridge.gov.uk



Council Meeting

21 February 2013

Agenda Item 6

Budget Papers 2013/14

Agenda Item 6: TO CONSIDER BUDGET RECOMMENDATIONS OF THE EXECUTIVE FOR ADOPTION:

Draft Revenue and Capital budgets 2012/13 (Revised), 2013/14 (Budget) and 2014/15 (Forecast):

- a) Executive Amendment (*to follow*)
- b) Executive Recommendations
- c) Labour Group amendment

Refers to Budget-Setting Report (Version 2 – Strategy & Resources) which can be found via the Council agenda page:

<http://democracy.cambridge.gov.uk/documents/s17486/Budget%20Setting%20Report.pdf>

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

21 February 2013

Agenda Item 6 (b)

Budget Papers 2013/14

The Executive

RECOMMENDATION TO COUNCIL (The Executive)
--

Draft Revenue and Capital Budgets – 2012/13 (Revised), 2013/14 (Budget) and 2014/15 (Forecast) - OVERVIEW

Recommendations of the Executive, which met on 24 January 2013, are set out below and the resulting effects and financial implications have been incorporated into the **Budget-Setting Report (Version 2 – Strategy & Resources)**. This updates the Budget-Setting Report (Version 1) which originally went to Strategy & Resources Scrutiny Committee on 21 January 2013.

Unless otherwise specified, all references in the recommendations to Appendices, pages and sections relate to the updated version of the Budget-Setting Report (Version 2 – Strategy & Resources). This can be found via the Council agenda page:

<http://democracy.cambridge.gov.uk/documents/s17486/Budget%20Setting%20Report.pdf>

Accordingly, Council is recommended to:

General Fund Revenue Budgets:

[Section 4, page 45 refers]

Budget 2012/13:

- a) Approve, with any amendments, the revised budget items shown in Appendix D.
- b) Approve, with any amendments, the Non Cash-Limit budget items for 2012/13 as shown in Appendix E.
- c) Approve, with any amendments, the overall revised budget for 2012/13 for the General Fund, as shown in Section 4 [page 45 refers] and Appendix G(a), with net spending at £22,536,390.

Budget 2013/14:

- d) Agree any recommendations for submission to the Executive in respect of:
 - Bids to be funded from External or Earmarked Funds as shown in Appendix H.
 - Non Cash Limit items as shown in Appendix E.
 - Revenue Savings and Bids as shown in Appendix F.
 - Priority Policy Fund (PPF) Bids as shown in Appendix I(b) – based on the position as outlined in Section 4 [page 45 refers].

- *New: approve the overall base budget for 2013/14, with net spending at £18,498,800, as shown in Appendix G (a) and funding as shown in Appendix G (b).*
- e) Note the Council Tax taxbase, as set out in Appendix C (a), as calculated and determined by the Director of Resources under delegated authority.
- f) Recommend to Council the level of Council Tax for 2013/14 as set out in Section 3, page 44 refers.

Note that the Cambridgeshire Police and Crime Panel will meet on 7 February 2013 to consider the precept proposed by the Police and Crime Commissioner, Cambridgeshire & Peterborough Fire Authority will meet on 11 February 2013 and Cambridgeshire County Council will meet on 19 February 2013 to consider the amounts in precepts to be issued to the City Council for the year 2013/14.

Treasury Management:

- g) Recommend to Council to approve:
- (i) the Prudential Indicators as set out in Appendix P(a) and to confirm that the Authorised Limit for external borrowing determined for 2013/14 will be the statutory limit determined under section 3 of the Local Government Act 2003,
 - (ii) to delegate to the Director of Resources, 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 P(b) and P(c) , and
 - (iv) the Council's Counterparty List shown in Appendix P(c), Annex 3.

Other Revenue:

- h) Delegate to the Director of Resources 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 53 refers]

Capital & Revenue Projects Plan: [section 5, page 50]

- i) Approve project appraisals that have been referred by Executive Councillors and agree inclusion in the Capital & Revenue Projects Plan of

any new items and to note any additional funding for revised schemes approved by Executive Councillors (as amended at the Executive 24 January 2013): to include the following specific items for approval:

- (i) *Project appraisals that have been referred by Executive Councillors:*
 - i. *Arts Sport & Public Places*
 - 1. *Corn Exchange Improvements – Exterior & Entrance Lobby (as separate agenda item 13)*
 - 2. *Corn Exchange - Improvements to heating management system as separate agenda item 14)*
 - ii. *Environmental & Waste Services*
 - 1. *Bins for New Developments*
 - 2. *In Cab Technology – Full Roll Out*
 - 3. *Vehicle Replacement Programme 2013/14*

- (ii) *The removal from the Revenue & Projects Capital Plan of the following capital schemes or programmes:*
 - i. *Arts, Sport & Public Places*
 - 1. *SC499 – Outdoor Fitness Equipment*
 - 2. *SC514 – Petersfield Play Area Equipment*
 - ii. *Planning & Climate Change*
 - 1. *PR019 – Car Parks Infrastructure & Equipment Replacement Programme*

- (iii) *To set up eight new capital programmes and associated remits within the following portfolios:*
 - i. *Arts, Sport & Public Places*
 - 1. *Replacement of Parks & Open Space Litter & Waste Bins*
 - 2. *City-wide Developer Contribution Funds*
 - 3. *Area Committee (East) Developer Contribution Funds*
 - 4. *Area Committee (North) Developer Contribution Funds*
 - 5. *Area Committee (South) Developer Contribution*
 - 6. *Area Committee (West/Central) Developer Contribution Funds*
 - ii. *Environmental & Waste Services*
 - 1. *Purchase of Bins for New Developments*
 - 2. *Litter Bin Replacement Programme*

- (iv) *To delete the following schemes from the Hold List within the Arts Sport & Public Places portfolio, being items that are now subsumed within the new Area Committee Programmes above:*
 - i. *Logan’s Meadow Local Nature Reserve extension*
 - ii. *Paradise Local Nature Reserve improvements*

- (v) *To amend the budgets in respect of the following projects within the Capital & Revenue Projects Plan:*
 - i. *Community Development & Health portfolio*

1. Capital bid C3176 - Clay Farm Community Centre - Phase 2 (Construction) from £6,750,000 to £7,711,000 to reflect the full estimated costs, the increase to be funded from external sources

ii. Planning & Climate Change portfolio

1. existing scheme SC557 – Grand Arcade Annex Car Park – Drainage Gullies from £26,000 to £52,000 to reflect a known increase of costs, the increase to be funded from Repairs & Renewals funds

j) Agree any recommendations to the Executive in respect of the bids outlined in Appendix L for approval to include in the Capital Plan, or put on the Hold List, including any additional use of reserves required.

k) Agree the revised Capital & Revenue Projects Plan as set out in Appendix J, the Hold list set out in Appendix M, and the Funding as set out in Appendix N for the General Fund.

Note that the Appendices will be updated in subsequent versions to incorporate approved rephrasing, new bids and the above recommendations.

General Fund Reserves:

l) Note the impact of revenue and capital budget approvals and approve the resulting level of reserves to be used to:

- (i) support the 2012/13 budget
- (ii) support the 2013/14 and future years budgets.

as set out in Appendix G(c).

Other:

m) (as amended at the Executive 24 January 2013): to include the final Appendix T – Section 25 Report (2013/14 Budget Process) - Robustness of Estimates and Adequacy of Reserves, within the body of Budget Setting Report February 2013, for approval by Council on 24 February 2013.

n) (as amended at the Executive 24 January 2013): to replace the existing table for Council Tax Earmarked for Growth in Appendix B (page 83) with the following version:

Council Tax Earmarked for Growth

Description	2012/13 £000	2013/14 £000	2014/15 £000	2015/16 £000	2016/17 £000
(Surplus) / Deficit Balance b/f	(319.9)	(398.1)	(260.0)	(308.6)	(540.0)
Contributions	(78.2)	(25.9)	(171.5)	(355.1)	(355.1)
Sub-Total	(398.1)	(424.0)	(431.4)	(663.8)	(895.1)
Expenditure Bids	0.0	164.0	122.8	123.8	148.8
(Surplus) / Deficit Balance c/f	(398.1)	(260.0)	(308.6)	(540.0)	(746.3)

Appendix C(b)

Council Tax Setting 2013/14

1. The Council calculated its Council Tax Base 2013/14 for the whole Council area as 37,631.3 [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 2013/14 is **£6,393,560**.
3. That the following amounts be calculated for the year 2012/13 in accordance with Sections 31 to 36 of the Act:

- | | | |
|-----|---------------------|--|
| (a) | £162,667,670 | being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act |
| (b) | £156,274,110 | being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act |
| (c) | £6,393,560 | 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) | £169.90 | 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 **will be issuing (see note below)** 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.

Note: the Cambridgeshire Police and Crime Panel will meet on 7 February 2013 to consider the precept proposed by the Police and Crime Commissioner, Cambridgeshire & Peterborough Fire Authority will meet on 11 February 2013 and Cambridgeshire County Council will meet on 19 February 2013 to consider the amounts in precepts to be issued to the City Council for the year 2013/14 and the table will be updated accordingly.

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 2013/14 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	113.27				
B	132.14				
C	151.02				
D	169.90				
E	207.66				
F	245.41				
G	283.17				
H	339.80				

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 2013/14 is not excessive.



Council Meeting

21 February 2013

Agenda Item 6 (c)

Budget Papers 2013/14

Labour Amendment

RECOMMENDATION TO COUNCIL (Labour Amendment)

Draft Revenue and Capital Budgets – 2012/13 (Revised), 2013/14 (Budget) and 2014/15 (Forecast) - OVERVIEW

Recommendations of the Executive, which met on 24 January 2013, are set out below and the resulting effects and financial implications have been incorporated into the **Budget-Setting Report (Version 2 – Strategy & Resources)**. This updates the Budget-Setting Report (Version 1) which originally went to Strategy & Resources Scrutiny Committee on 21 January 2013 *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 2 – Strategy & Resources). This can be found via the Council agenda page:

<http://democracy.cambridge.gov.uk/documents/s17486/Budget%20Setting%20Report.pdf>

Accordingly, Council is recommended to:

General Fund Revenue Budgets:

[Section 4, page 45 refers]

Budget 2012/13:

- a) Approve, with any amendments, the revised budget items shown in Appendix D.
- b) Approve, with any amendments, the Non Cash-Limit budget items for 2012/13 as shown in Appendix E.
- c) Approve, with any amendments, the overall revised budget for 2012/13 for the General Fund, as shown in Section 4 [page 45 refers] and Appendix G(a), with net spending at £22,536,390.

Budget 2013/14:

- d) Agree any recommendations for submission to the Executive in respect of:
 - Bids to be funded from External or Earmarked Funds as shown in Appendix H, *together with the changes in the attached Labour Budget Amendment - Supplement to Appendix H*.
 - Non Cash Limit items as shown in Appendix E.
 - Revenue Savings and Bids as shown in Appendix F, *together with the changes in the attached Labour Budget Amendment -*

Supplement to Appendix F and replacing Appendix G with Appendix G (a), (b) and (c) [Labour Amendment]

- Priority Policy Fund (PPF) Bids as shown in Appendix I(b) – based on the position as outlined in Section 4 [page 45 refers].
 - *New: approve the overall base budget for 2013/14, with net spending at £18,498,800, as shown in Appendix G (a) and funding as shown in Appendix G (b).*
- e) Note the Council Tax taxbase, as set out in Appendix C (a), as calculated and determined by the Director of Resources under delegated authority.
- f) Recommend to Council the level of Council Tax for 2013/14 as set out in Section 3, page 44 refers.

Note that the Cambridgeshire Police and Crime Panel will meet on 7 February 2013 to consider the precept proposed by the Police and Crime Commissioner, Cambridgeshire & Peterborough Fire Authority will meet on 11 February 2013 and Cambridgeshire County Council will meet on 19 February 2013 to consider the amounts in precepts to be issued to the City Council for the year 2013/14.

Treasury Management:

- g) Recommend to Council to approve:
- (i) the Prudential Indicators as set out in Appendix P(a) and to confirm that the Authorised Limit for external borrowing determined for 2013/14 will be the statutory limit determined under section 3 of the Local Government Act 2003,
 - (ii) to delegate to the Director of Resources, 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 P(b) and P(c) , and
 - (iv) the Council’s Counterparty List shown in Appendix P(c), Annex 3.

Other Revenue:

- h) Delegate to the Director of Resources 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 53 refers]

Capital & Revenue Projects Plan: [section 5, page 50]

- i) Approve project appraisals that have been referred by Executive Councillors and agree inclusion in the Capital & Revenue Projects Plan of any new items and to note any additional funding for revised schemes approved by Executive Councillors (*as amended at the Executive 24 January 2013*): to include the following specific items for approval:
- (i) *Project appraisals that have been referred by Executive Councillors:*
 - i. *Arts Sport & Public Places*
 - 1. *Corn Exchange Improvements – Exterior & Entrance Lobby (as separate agenda item 13)*
 - 2. *Corn Exchange - Improvements to heating management system as separate agenda item 14)*
 - ii. *Environmental & Waste Services*
 - 1. *Bins for New Developments*
 - 2. *In Cab Technology – Full Roll Out*
 - 3. *Vehicle Replacement Programme 2013/14*
 - (ii) *The removal from the Revenue & Projects Capital Plan of the following capital schemes or programmes:*
 - i. *Arts, Sport & Public Places*
 - 1. *SC499 – Outdoor Fitness Equipment*
 - 2. *SC514 – Petersfield Play Area Equipment*
 - ii. *Planning & Climate Change*
 - 1. *PR019 – Car Parks Infrastructure & Equipment Replacement Programme*
 - (iii) *To set up eight new capital programmes and associated remits within the following portfolios:*
 - i. *Arts, Sport & Public Places*
 - 1. *Replacement of Parks & Open Space Litter & Waste Bins*
 - 2. *City-wide Developer Contribution Funds*
 - 3. *Area Committee (East) Developer Contribution Funds*
 - 4. *Area Committee (North) Developer Contribution Funds*
 - 5. *Area Committee (South) Developer Contribution*
 - 6. *Area Committee (West/Central) Developer Contribution Funds*
 - ii. *Environmental & Waste Services*
 - 1. *Purchase of Bins for New Developments*
 - 2. *Litter Bin Replacement Programme*
 - (iv) *To delete the following schemes from the Hold List within the Arts Sport & Public Places portfolio, being items that are now subsumed within the new Area Committee Programmes above:*

- i. Logan's Meadow Local Nature Reserve extension
 - ii. Paradise Local Nature Reserve improvements
- (v) To amend the budgets in respect of the following projects within the Capital & Revenue Projects Plan:
- i. Community Development & Health portfolio
 - 1. Capital bid C3176 - Clay Farm Community Centre - Phase 2 (Construction) from £6,750,000 to £7,711,000 to reflect the full estimated costs, the increase to be funded from external sources
 - ii. Planning & Climate Change portfolio
 - 1. existing scheme SC557 – Grand Arcade Annex Car Park – Drainage Gullies from £26,000 to £52,000 to reflect a known increase of costs, the increase to be funded from Repairs & Renewals funds

Labour amendment:

- **Delete Capital Scheme SC539 – Metered system for the supply of electricity on the market (£50,000)**
 - **Reduce Capital Scheme SC329 by £112,000 from £362,000 to £250,000 to reflect the actual requirement for that scheme: (Corporate Document Management - DIP & EDRMS)**
- j) Agree any recommendations to the Executive in respect of the bids outlined in Appendix L **with the changes in the attached Labour Budget Amendment – Supplement to Appendix L [Labour Amendment]** for approval to include in the Capital Plan, or put on the Hold List, including any additional use of reserves required.
- k) Agree the revised Capital & Revenue Projects Plan, **together with the changes in the attached Labour Budget Amendment – Supplement to Appendix L [Labour Amendment]** as set out in Appendix J, the Hold list set out in Appendix M, and the Funding as set out in Appendix N for the General Fund.

Note that the Appendices will be updated in subsequent versions to incorporate approved rephrasing, new bids and the above recommendations.

General Fund Reserves:

- l) Note the impact of revenue and capital budget approvals and approve the resulting level of reserves to be used to:
- (i) support the 2012/13 budget
 - (ii) support the 2013/14 and future years budgets.

as set out in Appendix G(c).

Other:

- m) *(as amended at the Executive 24 January 2013): to include the final Appendix T – Section 25 Report (2013/14 Budget Process) - Robustness of Estimates and Adequacy of Reserves, within the body of Budget Setting Report February 2013, for approval by Council on 24 February 2013.*
- n) *(as amended at the Executive 24 January 2013): to replace the existing table for Council Tax Earmarked for Growth in Appendix B (page 83) with the following version:*

Council Tax Earmarked for Growth

Description	2012/13 £000	2013/14 £000	2014/15 £000	2015/16 £000	2016/17 £000
(Surplus) / Deficit Balance b/f	(319.9)	(398.1)	(260.0)	(308.6)	(540.0)
Contributions	(78.2)	(25.9)	(171.5)	(355.1)	(355.1)
Sub-Total	(398.1)	(424.0)	(431.4)	(663.8)	(895.1)
Expenditure Bids	0.0	164.0	122.8	123.8	148.8
(Surplus) / Deficit Balance c/f	(398.1)	(260.0)	(308.6)	(540.0)	(746.3)

Labour Amendment:

Replace Appendix B (part) Earmarked & Specific Funds - Climate Change Fund table with Climate Change Fund [Labour Amendment], [Appendix B, Page 82 refers], reflecting the additional External Bid of the £20,000 in 2013/14.

Replace Appendix S – Equalities Impact Assessment with Appendix S [Labour Amendment] - Equalities Impact Assessment [Appendix S, Page 187 refers]

Labour Budget Amendment - Supplement to Appendix [F]

2013/14 Budget - Bids & Savings - GF

Reference	Item Description	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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Community Services - Community Development & Health

Saving

LS5	Reduce new Neighbourhood Development Officer to part time post	0	(23,500)	(23,500)	(23,500)	(23,500)	Trevor Woollams
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Reduce to the half time allocation in the post that was originally stated to be for local decision making and Area Committees. Other community development resources to be reallocated to cover the remainder of the community engagement work.

Portfolio Total		0	(23,500)	(23,500)	(23,500)	(23,500)	
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Environment - Environmental & Waste Services

Bid

LR1	Create new 'Reduce the Strength' Licensing Officer - initial two year trial	0	30,000	40,000	10,000	0	Emma Thornton
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New licensing officer with remit to develop and implement a voluntary code of conduct for local licensees where retailers would agree not to stock high strength beers, lagers and ciders. The officer would have a remit of creating and promoting this code, persuading licensees to sign up, and co-ordinating the campaign with the police, NHS and other local community organisations with an interest in reducing problem and especially street drinking. They would also assist police gather evidence concerning problematic and street drinking for the purpose of potential licence reviews.

LR4	Set up 'Clean it up' Campaign to cut dog mess incorporating making dog warden full time	0	20,000	15,000	15,000	15,000	Toni Ainley
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To fund campaign and increased staffing to tackle dog-fouling, and support the council finally adopting Dog Control Orders and support enforcement against offending dog owners. Includes £15k to make Dog Warden full-time and ensure flexible working during summer, evenings and early morning. Plus £5k for advertising campaign, incorporating poster competition with local schools to then be used to warn dog owners about risks of not clearing up dog mess, and advertising in the local press to inform residents about the new Dog Control Orders. Would also redirect funds from capital litter bin replacement programme to target some new bins also at dog-mess hotspots, plus new stickers informing public that these bins can also be used for dog mess.

LB03	Expand and improve the community snow clearing partnership	0	6,000	6,000	6,000	6,000	Bob Carter
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To fund additional grit for new winter grit containers at strategic locations, backed by agreed maps of where local groups will use it, costs as last year. Essential to improve the speed and quality of snow and ice clearance in residential areas, particularly for safety of older people and children.
(See bid LC2)

2013/14 Budget - Bids & Savings - GF

Reference	Item Description	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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Saving

LS6	Divert Street Champions funding	0	(15,000)	0	0	0	Toni Ainley
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The Street Champions initiative has represented poor use of public money and this funding will be far better spent on converting the current half time dog warden post to full time. (See bid LR 4)

Portfolio Total	0	41,000	61,000	31,000	21,000
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Environment - Planning & Climate Change

LR8	Enforce county council obligations, plus fund work to fix other priority damaged pavements, paving and cycleway problems reported by public as 'the worst in Cambridge'	0	75,000	50,000	50,000	50,000	Toni Ainley
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Undertake annual citywide survey to require county council to achieve its baseline delivery level including tackling all immediate safety problems. Deploy the additional funding by asking public across Cambridge to identify the worst remaining well used paths, paving and cycleways that the county council cannot otherwise be pressed to overhaul, giving priority to safety of older and disabled people. Also reallocate HRA funding for environmental improvements to tackle this problem on housing land - nil net HRA cost, and similar refocus within parks budget.

LR3	Restore full time Cycling Officer	0	20,000	20,000	20,000	20,000	Andrew Preston
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Current part-time position is overloaded. Full-time post essential to ensure cycling input on all major planning decisions, press for repairs to heavily used cycle routes, deliver extra secure cycle parking, and work with police to promote responsible cycling.

Portfolio Total	0	95,000	70,000	70,000	70,000
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Strategy & Resources - Customer Services & Resources

LR5	Benefit training for further 25% of frontline staff and key staff in Cambridge voluntary organisations	0	8,000	8,000	8,000	8,000	Alison Cole
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Additional training required because of the wide range of poorly explained and rushed benefit cuts, and the multiple impacts and complex changes to the benefits system being imposed by the government at different times over the next year and beyond. Tackles need to ensure that key voluntary and community organisations can also give improved initial advice and appropriate referrals to council staff, CAB, etc.

LR7	Net savings reduction following deletion of capital scheme for metered electricity supply	0	860	8,360	8,360	8,360	Emma Thornton
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Net savings reduction following deletion of capital scheme for metered electricity supply

2013/14 Budget - Bids & Savings - GF

Reference	Item Description	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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Saving

LS3	Deliver further increase in Commercial Property income, in addition to the increase Labour proposed in 2012	0	(25,000)	(25,000)	(25,000)	(25,000)	Philip Doggett
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Further increase property income including from investment of additional £387,000 property investment x target income of 7% per year.

Portfolio Total	0	(16,140)	(8,640)	(8,640)	(8,640)
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Strategy & Resources - Strategy

Saving

LS1	Cease publication of Cambridge Matters and reallocate staffing to more frequent news distribution	0	(22,000)	(22,000)	(22,000)	(22,000)	Andrew Limb
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Delete £22,000 production and distribution costs. Retain but reallocate staff resource to other communications work, giving priority to provide frequent monthly council news updates, including to newsletters and online information issued by groups serving older and disabled people, minority and faith communities and hard to reach groups.

LS2	Return Area Committee planning to main planning committee	0	(20,000)	(20,000)	(20,000)	(20,000)	Gary Cliff
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Efficiency savings from returning smaller planning decisions to Planning Committee and changing Area Committee arrangements.

LS9	Reduction in requirement for Direct Revenue Financing (DRF)	0	(54,360)	0	0	0	Julia Minns
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As a consequence of reducing schemes within the Capital & Revenue Projects Plan there is a reduced requirement for Direct Revenue Financing. This reduction maintains the level of General Fund Reserves whilst providing adequate funding for budget amendment proposals.

Portfolio Total	0	(96,360)	(42,000)	(42,000)	(42,000)
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All Portfolios - Net Impact of Labour Amendment	0	0	56,860	26,860	16,860
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Appendix G (a)

[Labour Amendment]

General Fund Projection 2012/13 to 2016/17

Description	2012/13 (£'s)	2013/14 (£'s)	2014/15 (£'s)	2015/16 (£'s)	2016/17 (£'s)
Net Service Budgets	21,531,250	21,232,810	21,310,770	20,671,270	19,940,920
Revenue Budget Proposals:					
Revised Budget	(431,420)	0	0	0	0
Savings	125,000	(1,211,980)	(1,660,360)	(1,907,160)	(2,259,910)
Bids	0	169,350	135,020	105,020	97,020
Non-Cash Limit Items	0	(34,560)	0	0	0
PPF Bids	0	459,200	435,700	393,700	383,700
Sub-Total	21,224,830	20,614,820	20,221,130	19,262,830	18,161,730
Future Years PPF Provision	0	0	300,000	300,000	300,000
Sub-Total	21,224,830	20,614,820	20,521,130	19,562,830	18,461,730
Capital Accounting Adjustments	(4,593,190)	(4,593,190)	(4,593,190)	(4,593,190)	(4,593,190)
Capital Expenditure Financed from Revenue	3,893,170	1,182,640	1,070,000	2,444,000	2,762,000
Sub-Total	20,524,810	17,204,270	16,997,940	17,413,640	16,630,540
Contributions to Earmarked Funds:					
Efficiency Fund	200,000	0	0	0	0
Climate Change Fund	129,050	0	0	0	0
Project Facilitation Fund	500,000	0	0	0	0
Vehicle Fleet & Plant Depreciation	775,850	775,850	775,850	775,850	775,850
Council Tax Income earmarked for Growth	78,180	25,880	171,480	355,120	355,120
New Homes Bonus	0	0	771,170	894,170	894,170
Pension Fund Reserve	328,500	492,800	657,000	821,300	985,500
Sub-Total	22,536,390	18,498,800	19,373,440	20,260,080	19,641,180
Net Savings Requirement	0	0	(1,515,730)	(2,103,130)	(1,343,140)
Net Spending Requirement	22,536,390	18,498,800	17,857,710	18,156,950	18,298,040

Appendix G (b) [Labour Amendment]

General Fund Funding Statement 2012/13 to 2016/17

Description	2012/13 (£'s)	2013/14 (£'s)	2014/15 (£'s)	2015/16 (£'s)	2016/17 (£'s)
Net Spending Requirement	22,536,390	18,498,800	17,857,710	18,156,950	18,298,040
less External Support:					
Formula Grant	(8,598,810)				
Total Start-Up Funding Assessment		(9,341,180)	(8,198,090)	(8,009,530)	(7,825,310)
Council Tax Freeze Compensation Grant	(170,870)	0	0	0	0
Council Tax Support Implementation	(84,000)	(57,750)	(77,080)	0	0
Council Tax Support Transitional Grant	(17,090)	0	0	0	0
Community Right to Bid	(4,870)	(7,850)	(7,850)	0	0
Community Right to Challenge	(8,550)	(8,550)	(8,550)	0	0
Business Rates Deferral	(3,000)	0	0	0	0
Sub-Total	13,649,200	9,083,470	9,566,140	10,147,420	10,472,730
less New Homes Bonus:					
2011/12 Allocation	(786,650)	(786,650)	(786,650)	(786,650)	(786,650)
2012/13 Allocation	(734,900)	(734,900)	(734,900)	(734,900)	(734,900)
2013/14 Provisional Allocation	0	(563,740)	(563,740)	(563,740)	(563,740)
2014/15 Projection	0	0	(1,038,000)	(1,038,000)	(1,038,000)
Sub-Total	12,127,650	6,998,180	6,442,850	7,024,130	7,349,440
less Appropriation from Earmarked Funds:					
Efficiency Fund	(297,810)	0	0	0	0
Climate Change Fund	(39,210)	0	0	0	0
Project Facilitation Fund	0	0	0	0	0
Sub-Total	11,790,630	6,998,180	6,442,850	7,024,130	7,349,440
less Income From Council Tax	(6,831,370)	(6,393,560)	(6,692,850)	(7,024,130)	(7,349,440)
Collection Funds - Net Deficit / (Surplus)	87,110	140,240	0	0	0
Contribution (To) / From Reserves	5,046,370	744,860	(250,000)	0	0

Memorandum Items:					
Taxbase	41,012	37,631	38,620	39,736	40,760
Band 'D' Council Tax	£166.57	£169.90	£173.30	£176.77	£180.31
Council Tax Increase	-	2.00%	2.00%	2.00%	2.00%

Appendix G (c)

[Labour Amendment]

General Fund Reserves Projection 2012/13 to 2016/17

Description	2012/13 (£'s)	2013/14 (£'s)	2014/15 (£'s)	2015/16 (£'s)	2016/17 (£'s)
Balance as at 1 April (b/fwd)	(9,458,490)	(4,412,120)	(3,667,260)	(3,917,260)	(3,917,260)
Contribution (To) / From Reserves	5,046,370	744,860	(250,000)	0	0
Balance as at 31 March (c/fwd)	(4,412,120)	(3,667,260)	(3,917,260)	(3,917,260)	(3,917,260)

Labour Budget Amendment - Supplement to Appendix [H]

2013/14 Budget - External Bids

Reference	Item Description	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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Environment - Planning & Climate Change

Bid

LR2	'Collective Power' Energy Purchasing Co-operative - development costs	0	20,000	0	0	0	Andrew Limb
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Significant piece of research into the possibility of setting up a Cambridge Energy Purchasing Co-operative, allowing local residents to pool their buying power so they can get access to cheaper energy on wholesale markets. The budget bid would involve hiring external energy and co-operative experts to research the viability of such a scheme in Cambridge, research the interest among Cambridge residents, and provide an action plan. Would examine several options, including a co-operative along the lines of the Co-operative Party's 'Collective Power', assisting all not just central city users. Would also target increasing the percentage of electricity derived from renewable sources, eventually achieving a fully-sustainable-only supply - having a strong positive Climate Change impact.
(Bid to Climate Change Fund)

Total External Bids in this amendment	0	20,000	0	0	0
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Labour Budget Amendment - Supplement to Appendix [B]

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

Climate Change Fund

	2012/13	2013/14	2014/15	2015/16	2016/17
(Surplus) / Deficit Balance b/f	(396.3)	(269.4)	(127.4)	(127.4)	(127.4)
Contributions	(129.1)	0.0	0.0	0.0	0.0
Total surplus available	(525.4)	(269.4)	(127.4)	(127.4)	(127.4)
Expenditure approvals	141.0	0.0	0.0	0.0	0.0
Pending approvals	115.0	122.0	0.0	0.0	0.0
Labour Amendment [LR2]	0.0	20.0	0.0	0.0	0.0
(Surplus) / Deficit Balance c/f	(269.4)	(127.4)	(127.4)	(127.4)	(127.4)

Labour Budget Amendment - Supplement to Appendix [L]

2013/14 Budget - Capital Bids - GF

Reference	Item Description	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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All GF Portfolios

Capital

LS4	Reduction in fund to CPO one neglected property per year	0	(20,000)	0	0	0	Jas Lally
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Requirement for Capital Funding (included above)					
0	0	0	0	0	0

5% saving to highlight lack of use of this funding for many years, and no active proposed project to spend the funds. If target property/ies later come along or costs significantly more, given the likely process taking many months, the fund approval will be reviewed as part of the the 2014 budget or the MTS in September 2013 to fund this potentially important intervention.

LS7	Delete capital project SC539 - Metered system for the supply of electricity on the Market	0	(50,000)	0	0	0	Emma Thornton
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Requirement for Capital Funding (included above)					
0	(50,000)	0	0	0	0

No technology for outside usage has yet been identified as suitable despite 12 months investigation since it was proposed. Change plan and then develop alternate solution for fairly charging market operators according to electricity consumption, and incentive them to help Council achieve energy reduction targets.

LS8	Saving from cutting Corporate Document Management system project funds - project SC329	0	(112,000)	0	0	0	James Nightingale
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Requirement for Capital Funding (included above)					
0	(112,000)	0	0	0	0

As an example of opportunities to revise and rephase the capital programme, investigation has identified proportion of this funding that is not required, as document management change costs are projected to be lower than previous estimates.

LC2	Expand and improve the community snow clearing partnership	0	33,100	0	0	0	Toni Ainley
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Requirement for Capital Funding (included above)					
0	33,100	0	0	0	0

Capital cost for additional winter only grit containers at strategic locations.
(See bid LR6)

All Portfolios Total	0	(148,900)	0	0	0
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Requirement for Capital Funding (included above)					
0	(128,900)	0	0	0	0

Appendix S [*Labour Amendment*]

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:
2013/14 Budget Setting Report (February 2013) and Labour Amendment

To follow

Appendix C(b)

Council Tax Setting 2013/14 – Labour Amendment

1. The Council calculated its Council Tax Base 2013/14 for the whole Council area as 37,631.3 [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 2013/14 is **£6,393,560**.
3. That the following amounts be calculated for the year 2012/13 in accordance with Sections 31 to 36 of the Act:

(a)	£162,692,670	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act
(b)	£156,299,110	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act
(c)	£6,393,560	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)	£169.90	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 **will be issuing (see note below)** 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.

Note: the Cambridgeshire Police and Crime Panel will meet on 7 February 2013 to consider the precept proposed by the Police and Crime Commissioner, Cambridgeshire & Peterborough Fire Authority will meet on 11 February 2013 and Cambridgeshire County Council will meet on 19 February 2013 to consider the amounts in precepts to be issued to the City Council for the year 2013/14 and the table will be updated accordingly.

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 2013/14 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	113.27				
B	132.14				
C	151.02				
D	169.90				
E	207.66				
F	245.41				
G	283.17				
H	339.80				

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 2013/14 is not excessive.

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CIVIC AFFAIRS

21 November 2012
6.00 - 7.11 pm

Present: Councillors Boyce (Chair), Rosenstiel (Vice-Chair), Marchant-Daisley, Benstead and Brierley

Officers Present

Chief Executive – Antoinette Jackson
Director of Resources – David Horspool
Head of Corporate Strategy – Andrew Limb
Head of Legal Services – Simon Pugh
Democratic Services Manager – Gary Clift
Electoral Services Manager – Vicky Breeding
Support Services Manager – Karl Tattam
Committee Manager – Martin Whelan

Also Present

Leader of the Council

FOR ADOPTION BY THE COUNCIL

12/58/CIV Members Allowances 2013/14

The committee received a report from the Democratic Services Manager regarding the Members Allowances Scheme for 2013/14.

The committee made the following comments on the report.

- i. It was agreed that references to obsolete technology and associated peripherals such as fax and fax rolls should be deleted from the scheme.
- ii. It was agreed that the provisions to withhold allowances partially or fully were no longer valid as it formed part of the former standards regime, so should be deleted.
- iii. Clarification was requested on the basis for calculating the basic allowance, and whether this was based on the principle of the living wage. It was also suggested that the current level of allowances could put off potential councillors from

standing for election. The concern was acknowledged, but it was agreed that the existing allowances were at a low level, and without external intervention such as a national allowances scheme, it would be difficult for the council to make significant changes.

- iv. Officers agreed to investigate why travel warrants for members were encouraged rather than reclaiming the cost via expenses.

Resolved (Nem Com) to recommend to the Council:

- i. That the current Members Allowances Scheme subject to the small amendments in i. and .ii above be continued for the 2013/14 municipal year.

Members' Allowances Scheme 2013 to 2014.

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 2013 / 2014 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 2013 / 2014 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 (mileage claims are taxable).

Councillors are paid at the same rates as Officers.

Mileage allowances with effect from 1 June 2012 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 compliments 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). A Local Government Information Unit publication "Councillors' Tax and Benefits" can also be made available to councillors on request. There are copies of this publication in the Members' Room at the Guildhall.

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 fifth calendar day of each month will be paid on the twenty-fourth 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

30 January 2013

6.00 - 6.45 pm

Present: Councillors Boyce (Chair), Rosenstiel (Vice-Chair), Marchant-Daisley, Herbert and Benstead

Officers Present:

Chief Executive – Antoinette Jackson
Head of Human Resources – Deborah Simpson
Head of Legal Services – Simon Pugh
Democratic Services Manager – Gary Clift
Electoral Services Manager – Vicky Breeding
Committee Manager – Martin Whelan

FOR ADOPTION BY THE COUNCIL**13/5/CIV Developer Contributions, Area Committees and Project Appraisals - Amendment of the Constitution**

The committee received a report from the Head of Legal Services proposing changes to the constitution to enable area committees to be consulted on, and to consider, project appraisals for capital schemes for which area committees were responsible.

The Head of Legal Services informed the committee that Councillor Dryden, as Chair of South Area Committee had suggested an amended form of wording to that recommended in paragraph 3.4 of the report. This, in two instances, meant deletion of the phrase “provided that relevant Ward Councillors have been consulted where appropriate” and its replacement by “provided that relevant Ward Councillors are always consulted”. The Head of Legal Services said that he saw no objection to this.

Councillor Herbert expressed concern about the number of changes made to the Constitution within a short period of time relating to procedures for Area Committees, and to an excessive level of detail. Councillor Herbert also asked for consideration to be given to simplifying the Constitution. The Head of Legal Services expressed sympathy with the objective stated but said that the proposed changes were needed to make the scheme of delegation to officers work properly for area committee capital schemes.

Resolved to recommend to the Council:

- i. (5 votes to 0) to accept the wording suggested by Councillor Dryden
- ii. (2 votes to 0) to amend the Constitution as follows:
 1. Amend the first paragraph of Section 9.3.1 of Part 3 by the insertion of the words shown in bold italics:

Subject to Section 9.3.1A, in the case of new capital schemes, the following approvals (together with approval to the necessary budget provision) must be obtained before any scheme may proceed.

2. Add new section 9.3.1A to Part 3:

In the case of new capital schemes, responsibility for which has been delegated to Area Committees by the Executive, the following approvals (together with approval to the necessary budget provision) must be obtained before any scheme may proceed.

- **For schemes where the estimated cost is £15,000 and below:** once included in the Area Committee's programme, may proceed without further committee consideration, provided that relevant Ward Councillors provided that relevant Ward Councillors are always consulted.
- **For schemes where the estimated total cost is over £15,000 and up to £75,000:** a capital project appraisal and procurement report proforma must be completed and referred to the relevant Area Committee Chair, Vice Chair and Opposition Spokes for approval. The schemes may then proceed without Area Committee consideration, provided relevant Ward Councillors provided that relevant Ward Councillors are always consulted.
- **For schemes where the estimated total cost is over £75,000:** a capital project appraisal and procurement report pro-forma must be completed for consideration and approval by the relevant Area Committee.

CAMBRIDGE CITY COUNCIL

REPORT OF: Head of Legal Services
TO: Civic Affairs Committee
WARDS: All

30/1/2013

DEVELOPER CONTRIBUTIONS, AREA COMMITTEES AND PROJECT APPRAISALS: AMENDMENT OF THE CONSTITUTION

1 INTRODUCTION

- 1.1 The Council's Executive has delegated powers and budgets to area committees to decide on how some developer contributions should be spent.
- 1.2 The scheme of delegation to officers in the Council's constitution needs updating to reflect the delegation to area committees. Specifically, the delegations relating to new capital schemes require Executive Councillors to approve capital project appraisals above a certain value. Where projects are initiated and funded by area committees, it makes more sense for this responsibility to be moved to area committee level.
- 1.3 As the report recommends amending the Council's constitution, Civic Affairs is asked to recommend the proposed changes to the Council meeting on 21 February.

2. RECOMMENDATION

- 2.1 That the Council approves the amendments to the Constitution set out in paragraphs 3.3 and 3.5 of this report.

3. BACKGROUND

- 3.1 Section 9.3.1 of the Constitution states:

In the case of new capital schemes the following approvals (together with approval to the necessary budget provision) must be obtained before any scheme may proceed.

- **For schemes where the estimated cost is £15,000 and below:** once included in the capital plan schemes may proceed without scrutiny committee consideration, provided that relevant Ward Councillors, have been consulted, where appropriate.
- **For schemes where the estimated total cost is over £15,000 and up to £75,000:** a capital project appraisal and procurement report proforma must be completed and referred to the relevant Executive Councillor for approval. The schemes may then proceed without scrutiny committee consideration, provided relevant Ward Councillors have been consulted, where appropriate.
- **For schemes where the estimated total cost is over £75,000:** a capital project appraisal and procurement report pro-forma must be completed for consideration by the relevant scrutiny committee and referral to the relevant Executive Councillor for approval.

3.2 In order to transfer this responsibility to area committees in cases where they have initiated schemes, members are recommended to approve the following amendments to the Constitution.

3.3 Amend the first paragraph of Section 9.3.1 by the insertion of the words shown in bold italics:

Subject to Section 9.3.1A, in the case of new capital schemes, the following approvals (together with approval to the necessary budget provision) must be obtained before any scheme may proceed.

3.4 Add new Section 9.3.1A

In the case of new capital schemes, responsibility for which has been delegated to Area Committees by the Executive, the following approvals (together with approval to the necessary budget provision) must be obtained before any scheme may proceed.

- **For schemes where the estimated cost is £15,000 and below:** once included in the Area Committee's programme, may proceed without further committee consideration, provided that relevant Ward Councillors, have been consulted, where appropriate.

- **For schemes where the estimated total cost is over £15,000 and up to £75,000:** a capital project appraisal and procurement report proforma must be completed and referred to the relevant Area Committee Chair, Vice Chair and Opposition Spokes for approval. The schemes may then proceed without Area Committee consideration, provided relevant Ward Councillors have been consulted, where appropriate.
- **For schemes where the estimated total cost is over £75,000:** a capital project appraisal and procurement report pro-forma must be completed for consideration and approval by the relevant Area Committee.

4. **CONSULTATIONS**

The report has been sent to the Chairs of Area Committees. Any comments will be reported to the Committee. There has been consultation with the Director of Planning and with Finance staff. The Executive Councillor for Arts, Sport and Public Places.

5. **OPTIONS**

The Council could decide to maintain the status quo. However, this would conflict with the delegation of responsibility to area committee level. The Council could decide that a greater or lesser level of scrutiny of project appraisals for capital schemes is appropriate.

6. **IMPLICATIONS**

- Financial Implications** There are no direct financial implications. However, the rules regarding approval of capital schemes are designed to ensure that there is appropriate and proportionate scrutiny of schemes before they are implemented.
- Staffing Implications** None.
- Equal Opportunities Implications** Any equal opportunities implications would be considered in relation to individual schemes.
- Environmental Implications** Nil.
- Procurement** Any procurement implications would be considered in relation to individual schemes.

- (f) **Consultation and communication** Covered in section 4.
- (g) **Community Safety** Any community safety implications would be considered in relation to individual schemes.

BACKGROUND PAPERS: There are no background papers to this report.

The author and contact officer for queries on the report is Simon Pugh, Head of Legal Services, tel (01223) 457401 or simon.pugh@cambridge.gov.uk

Report file:

Date originated: 06 February 2013
Date of last revision: 06 February 2013

CIVIC AFFAIRS

30 January 2013

6.00 - 6.45 pm

Present: Councillors Boyce (Chair), Rosenstiel (Vice-Chair), Marchant-Daisley, Herbert and Benstead

Officers Present:

Chief Executive – Antoinette Jackson
Head of Human Resources – Deborah Simpson
Head of Legal Services – Simon Pugh
Democratic Services Manager – Gary Clift
Electoral Services Manager – Vicky Breeding
Committee Manager – Martin Whelan

FOR ADOPTION BY THE COUNCIL**13/6/CIV Pay Policy Statement 2013/14**

The committee received a report from the Head of Human Resources setting out a draft Pay Policy Statement for 2013/14. The Localism Act requires the Council to approve and publish a pay policy statement by 31 March each year. The Committee was asked to recommend the pay policy statement to the full Council on 21 February.

The Head of Human Resources drew the Committee's attention to recommendations made by the Strategy and Resources Scrutiny Committee regarding the adoption of a "living wage" policy for staff and agency workers. The full Council would consider these on 21 February.

Councillor Herbert expressed concern that there were examples at other authorities of significant redundancy payments being made to senior officers who then were promptly re-engaged elsewhere in the public sector. Councillor Herbert noted that redundancy payments were only repayable in these circumstances if an officer takes up a post with another body covered by the local government redundancy rules. Councillor Herbert asked whether there was scope to change these rules to require repayment by employees re-engaged in the public sector within a longer period. The Head of Human Resources said that she would investigate the scope for local discretion and write to Councillor Herbert.

Councillor Herbert also suggested that the section of the pay policy statement dealing with tax avoidance should be strengthened. He suggested that member approval should be needed before the Council contracted with a consultant through a company, where the company arrangement was designed to avoid tax. The Head of Human Resources agreed to report further to the committee on the scope for further measures to discourage tax avoidance.

Resolved (5 votes to 0) to recommend to the Council:

- i. To approve the Living Wage proposals as part of the Pay Policy Statement 2013/14.
- ii. To approve the draft Pay Policy Statement 2013/14 attached as Appendix 1 of the committee report, with the inclusion of proposals relating to the Living Wage as recommended by the Civic Affairs Committee.

Please note:

For ease of reference, the Pay Policy Statement at Appendix 1 of the attached committee report is a final version incorporating the proposals relating to the Living Wage as recommended by the Civic Affairs Committee.

- iii. To note the request for a briefing note on the options for extending the period between redundancy and re-engagement within the public sector, which would require repayment of redundancy payments.
- iv. To note the request for a report on the scope for further measures to discourage tax avoidance arising from the employment of consultants through companies.

CAMBRIDGE CITY COUNCIL

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

Report title: Pay Policy Statement 2013/14

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 The Strategy and Resources Scrutiny Committee considered a report including proposals for the adoption of a Living Wage policy for staff and agency workers. The Civic Affairs Committee are asked to consider the recommendations of the Strategy and Resources Scrutiny Committee and to include the relevant provisions within the Pay Policy Statement 2013/14.

2 RECOMMENDATIONS

The Civic Affairs Committee is asked to:

- 2.1 Consider the recommendations of the Strategy and Resources Scrutiny Committee in relation to adoption of a Living Wage Policy for staff and agency workers (to be circulated following the Strategy and Resources Scrutiny Committee), and to recommend the Living Wage proposals for approval by Council as part of the Pay Policy Statement 2013/14.
- 2.2 Consider and recommend to Council the draft pay policy statement 2013/14 attached as Appendix 1, with the inclusion of proposals relating to the Living Wage as agreed by this Committee.

3.0. IMPLICATIONS

(a) Financial Implications

The financial implications arising out of this report relate to the consideration of adoption of a Living Wage Policy, as set out in the Strategy and Resources Scrutiny Committee report. There are no financial implications arising from the sections of the report reporting on current policies.

(b) Staffing Implications

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

(c) Equal Opportunities Implications

An Equality Impact Assessment (EQIA) was prepared in relation to the Living Wage. An EQIA has not been prepared in relation to the sections of the report reporting on current policies.

(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 2012/13
- Provisions of the Localism Act relating to chief officer pay statements
- Strategy and Resources Scrutiny Committee Report on the Living Wage
- Communities and Local Government Openness and accountability in local pay: Guidance under section 40 of the Localism Act
- 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: 11 February 2013

Date of last revision: 11 February 2013

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Appendix 1 –

Please note: For ease of reference, this Pay Policy Statement is a final version incorporating the proposals relating to the Living Wage as recommended by the Civic Affairs Committee.

Pay Policy Statement 2013/14

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 Appointment 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.

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-imbusement of travel and subsistence
- one professional subscription per annum
- payments under the eye sight tests 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 (currently Head of Legal Services) and chief finance officer (currently Director of Resources) 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.

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. The employer contribution rate is currently 18.6%, i.e the council contributes 18.6% 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.

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 £13,589 to £15,725 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 £122,053.

The current ratio between the highest and lowest pay points on each scale is - 1:9.0

The ratio of the chief executive's current salary and the lowest pay point is 1:8.7

The median average salary of all Cambridge City Council staff is £27,052.

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 (Proposals for Approval by Council)

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 Living Wage for Cambridge City Council staff, by way of a supplement to current pay rates.

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

The Council will review within 12 months, the proposal to pay the minimum of the Living Wage to agency workers after 4 weeks of their engagement, any changes to be proposed for the 2014 Pay Policy Statement.

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

The Living Wage is currently £7.45 per hour (£14,411 per annum). The pay ratios, based on the current Living Wage of £7.45 are as follows:

The current ratio between the highest and lowest pay points on each scale is - 1:8.5

The ratio of the chief executive's current salary and the lowest pay point is 1:8.2

The median average salary of all Cambridge City Council staff is £27,055.

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.

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.

February 2013

LICENSING COMMITTEE

28 January 2013
10.00 am - 1.50 pm

Present: Councillors Rosenstiel (Chair), Benstead (Vice-Chair), Brierley, Hart, McPherson, Meftah, Pippas, Reiner, Saunders, Smith, Owers and Marchant-Daisley

Officers Present

Head of Refuse and Environment – Jas Lally
Environmental Health Manager – Yvonne O'Donnell
Solicitor – Carol Patton
Committee Manager – Martin Whelan

FOR ADOPTION BY THE COUNCIL

10. Review of Licensing Charges and Fees

The Chair ruled under section 100B(4)(b) of the Local Government Act 1972 the late report on “Review of charges (Licensing Committee functions)” be considered despite not being made publicly available for this Committee five clear days prior to the meeting.

The decision could not be deferred is that it is not practical to defer until the next scheduled meeting of the Licensing Committee

The committee received a report from the Democratic Services Manager regarding the Review of Licensing Charges and Fees.

The committee asked the following questions.

The rationale of increasing charges for zoo licences in the absence of a zoo was questioned.

Following discussion it was agreed to revise the process for the 2014/15 budget setting process, so that members had all the information required to make a fully informed decision on the review of charges and fees. The committee accepted that the Executive Councillor had considered the fees, but that it had subsequently been established that decision was a non-executive function.

Resolved (5 votes to 0) to recommend to the Council

- i. To agree the charges for 2013/14 listed in the appendix 1 of the committee report
- ii. To agree that no charge is levied for caravan site licence and campsites appendix 2 of the committee report.

The meeting ended at 1.50 pm

CHAIR

Additional Item – Licensing Committee – 28th January 2013

The following item will be ruled in for consideration by the Chair under section 100B(4)(b) of the Local Government Act 1972 the late report on “Review of charges (Licensing Committee functions)” be considered despite not being made publicly available for this Committee five clear days prior to the meeting.

The reason that this decision can not deferred is that it is not practical to defer until the next scheduled meeting of the Licensing Committee.

Review of charges (Licensing Committee functions)

As part of the Council’s budget process both the Executive Councillor for Housing and the Executive Councillor for Environmental and Waste Services have noted at Community Services Scrutiny Committee (17/1/13) and Environment Scrutiny Committee (22/1/13) respectively that certain charges have been reviewed and recommendations made for 2013/14. These charges are made for services under the Licensing Committee’s Terms of Reference.

The Licensing Committee is requested to recommend to Council:

- i. To agree the charges for 2013/14 listed in the appendix 1
- ii. To agree that no charge is levied for caravan site licence and campsites appendix 2

Appendix 1

Review of Charges

Charge Type and Description	Charges 2012/13	Charges 2013/14	% Increase
Licences:			
Dog Breeding Establishment	£220.00	£225.00	2.3%
Animal Boarding Establishment	£220.00	£225.00	2.3%
Pet Shop	£220.00	£225.00	2.3%
Dangerous Wild Animals	£247.50	£252.50	2.0%
Sex Shop Licences	£4,820.00	£4,916.00	2.0%
Sex Shop Licence Renewal (Provisional)	£740.00	£755.00	2.0%
Riding Establishment Licence	£310.00	£317.00	2.3%
Change a Riding Establishment	£77.50	£80.00	3.2%
Zoo Licence	£415.00	£424.00	2.2%
Change to Zoo Licence	£77.50	£80.00	3.2%
Renew a Zoo Licence	£105.00	£107.00	1.9%
Food Register - single entry	£2.00	£2.00	0.0%
- register	£800.00	£816.00	2.0%
Skin Piercing, Acupuncture etc	£125.00	£125.00	0.0%
Cosmetic Piercing for Practitioners	£30.00	£30.00	0.0%
Taxi Licences			
Drivers			
Application fee for new applicants	£40.00	£40.00	0.0%
Criminal Records Bureau Check **	£44.00	£44.00	0.0%
Knowledge Test	£30.00	£30.00	0.0%
Medical	From £40	From £40	0.0%
Licence Fee	£50.00	£50.00	0.0%
Annual Renewal Fee	£50.00	£50.00	0.0%
3 Yearly Renewal Fee	£100.00	£100.00	0.0%
Replacement Badges *	£8.51	£8.51	0.0%
DVLA Data Check **	£8.00	£8.00	0.0%
Vehicles			
Mechanical Fitness Test (Twice Yearly)	£51.00	£51.00	0.0%
Hackney Carriage Licence	£195.00	£195.00	0.0%
Private Hire Licence	£195.00	£195.00	0.0%
Plate Deposit	£50.00	£50.00	0.0%
Replacement Plate *	£8.51	£8.51	0.0%
Re-test if works carried out at a separate garage and returned within 10 day	N/A	£25.50	NEW
Re-test if works carried out at a separate garage and returned after 10 day	N/A	£51.00	NEW
Change of Ownership	£50.00	£50.00	0.0%
Crest - self adhesive *	£5.28	£5.40	2.3%
Crest - magnetic *	£7.23	£7.40	2.4%
Operators Licence			
Standing Charge	£75.00	£75.00	0.0%
Each Vehicle - (up to 100 Vehicles, excluding standing charge, max £1,200)	£20.00	£20.00	0.0%
Each Vehicle - (over 100 Vehicles, excluding standing charge, max £2,250)	£15.00	£15.00	0.0%
Transponders			
Annual permit	£20.00	£20.00	0.0%
Deposit **	£80.00	£80.00	0.0%
Replacement **	£80.00	£80.00	0.0%
* These charges are shown net of VAT			
** Externally set fees and charges			

Appendix 2

Review of Charges

Charge Type and Description	Charges 2012/13	Charges 2013/14	% Increase
Licences: Caravan Site Licence Camp Site	N/A N/A	N/A N/A	N/A N/A

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CAMBRIDGE CITY COUNCIL

REPORT OF: Head of Legal Services
TO: Council
WARDS: None directly affected

21/2/2013

LOCALISM ACT 2011 AND STANDARDS OF CONDUCT: APPOINTMENT OF "INDEPENDENT PERSON" AND DEPUTY

1 INTRODUCTION

- 1.1 The purpose of this report is to recommend the Council to appoint an "Independent Person" and a Deputy in connection with the revised standards regime introduced by the Localism Act 2011

2. RECOMMENDATIONS

The Independent Person Member Appointment Panel recommends:

- 2.1 That Sean Brady is appointed as the Council's Independent Person
- 2.2 That Robert Bennett is appointed as the Council's Deputy Independent Person.

3. BACKGROUND

- 3.1 The Council received a report at its meeting on 19 July 2012 setting out the need to appoint an Independent Person and recommending the appointment of a Deputy. The Council endorsed selection criteria and a role description, which are annexed to this report.
- 3.2 The Council also resolved to set up a member panel to recommend appointments. The panel was made up of Councillors Hart, Johnson, Pitt and Smart. Cllr Smart chaired the Panel meeting.
- 3.3 The Council agreed to an allowance of £1,000 for the principal Independent Person and of £500 for their deputy.
- 3.4 Members of the public were invited to apply for the role by an advertisement in the Cambridge News and on the Council's website. Two applications were received.

3.5 The Panel met on 4 January 2013 and interviewed the two candidates.

4. **THE ROLE OF INDEPENDENT PERSON**

4.1 The Council is required by the Localism Act 2011 to appoint one or more “Independent Persons” to play a role in connection with the determination of complaints against councillors and to retain an independent element to the promotion and regulation of standards.

4.2 These are functions of the Independent Person:

- The IP must be consulted and their views taken into account before the Council makes a decision on any allegation it has decided to investigate.
- The IP may be consulted by the Council in other circumstances related to “standards” issues; e.g. at the point at which a complaint is received, or more generally regarding ethical issues.
- The IP may be consulted by a member of the authority against whom an allegation has been made.

4.3 This last role could give rise to a conflict of interest if, for instance, the Monitoring Officer has already consulted, or needs to consult, the Independent Person. This is one reason for appointing a deputy. The other reason is that this will provide resilience should the Independent Person be absent or unwell. It also adds to the external scrutiny of standards arrangements.

4.4 Thought needs to be given to how the Independent Person and Deputy can best contribute to the development of ethical best practice within the City Council. They are likely to have a role in the formulation and development of codes of conduct and could be invited to attend meetings of Civic Affairs Committee when it is considering issues related to standards and conduct.

5. **THE CANDIDATES**

5.1 **Sean Brady.**

Mr Brady has been an external member of Uttlesford District Council’s Standards Committee since it was set up, and was its Chair for 10 years. During this time, he chaired a number of public hearings of complaints.

The provisions of the Localism Act meant that Mr Brady was not eligible for appointment as an Independent Person with Uttlesford, but there is no bar on his appointment to other authorities.

Mr Brady's professional background is as a Chartered Insurer. He is a Fellow of the Chartered Insurance Institute. He has also been a Patient Representative on Advisory Groups at Addenbrookes Hospital.

In his application, Mr Brady says that, although he lives a few miles from Cambridge, he visits frequently, has relatives and friends in the City and County and has connections with a number of organisations in Cambridge.

5.2 Robert Bennett

Mr Bennett's professional background is as an Auditor. He worked for the Audit Commission between 1976 and 1980, for Peterborough Development Corporation between 1980 and 1981, and as a Senior Internal Auditor at Cambridgeshire County Council between 1981 and 1985.

Mr Bennett worked for PricewaterhouseCoopers between 1985 and 2010, and was a Partner from 1990. He led the public sector audit business in the South East of England. He has extensive experience of working with NHS bodies and local authorities, including work as Cambridge City Council's external auditor.

6. THE PANEL'S RECOMMENDATION

- 6.1 Although there were only two applications for the Panel to consider, the Panel was fortunate that both were of very high quality. The Panel was satisfied that both candidates were worthy of appointment and was faced with the difficult decision of which to recommend for the principal role, and which to recommend as deputy. After careful deliberation, the Panel recommend the appointment of Mr Brady as Independent Person and Mr Bennett as Deputy.

7. CONSULTATIONS

The recommendations are the outcome of an open appointment process. The recommendations are made by the Member Appointment Panel. Consultation, as such, was not appropriate for this appointment.

8. OPTIONS

It would be open to the Council not to accept the Panel's recommendations. This would necessitate re-advertising and cause some practical difficulties in the interim in considering any complaints made against councillors.

9. IMPLICATIONS

- (a) **Financial Implications** An allowance of £1,000 is payable to the Independent Person and £500 to the Deputy. This has can be met within existing budgets.
- (b) **Staffing Implications** None
- (c) **Equal Opportunities Implications**
An Equality Impact Assessment is not appropriate. The appointment was advertised on the Council's website and in the Cambridge News.
- (d) **Environmental Implications** – Nil impact.
- (e) **Procurement** – Nothing to do with procurement.
- (f) **Consultation and communication** – Nothing to add
- (g) **Community Safety** – Not related to Community Safety.

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

Report to Civic Affairs Committee – 27 June 2012.

To inspect this document contact Simon Pugh, Head of Legal Services on (01223) 457401 or simon.pugh@cambridge.gov.uk or view online at <http://www.cambridge.gov.uk/democracy/documents/s12651/Appointment%20of%20Independent%20Person.pdf>

The author and contact officer for queries on the report is Simon Pugh, Head of Legal Services on (01223) 457401 or simon.pugh@cambridge.gov.uk

Appendix

ROLE OF INDEPENDENT PERSON

ROLE DESCRIPTION

Responsible to: The Council

Liaison with: Monitoring Officer, members of the Civic Affairs Committee, officers and members of the City Council and key stakeholders within the community.

1. To assist the Council in promoting high standards of conduct by elected and co-opted members of Cambridge City Council and in particular to uphold the Code of Conduct adopted by the Council and the seven principles of public office, namely selflessness, honesty, integrity, objectivity, accountability, openness and leadership.
2. To be consulted by the Council through the Monitoring Officer and/or the Civic Affairs Committee before it makes a decision on an investigated allegation and to be available to attend meetings of the Hearing Panel of the Standards Committee for this purpose.
3. To be available for consultation by the Monitoring Officer and/or the Civic Affairs Committee before a decision is taken as to whether to investigate a complaint or to seek local resolution of the same.
4. To be available for consultation by any elected member who is the subject of a standards complaint.
5. To develop a sound understanding of the ethical framework as it operates within Cambridge City Council.
6. To participate in training events to develop skills, knowledge and experience and in networks developed for Independent Persons operating outside the City Council's area.
7. To attend training events organised and promoted by the Council's Civic Affairs Committee.
8. To act as advocate and ambassador for the Council in promoting ethical behaviour.

SKILLS AND COMPETENCIES

The Independent Person will have:

- a keen interest in standards in public life.
- a wish to serve the local community and uphold local democracy.
- the ability to be objective, independent and impartial.
- sound decision making skills
- leadership qualities, particularly in respect of exercising sound judgement.

The Independent Person will:

- be a person in whose impartiality and integrity the public can have confidence.
- understand and comply with confidentiality requirements.
- have a demonstrable interest in local issues.
- have an awareness of the importance of ethical behaviours.
- be a good communicator.

Desirable additional criteria are:

- working knowledge/experience of local government or other public service and/or of large complex organisations and awareness of and sensitivity to the political process.
- knowledge and understanding of judicial/quasi judicial or complaints processes.

You should demonstrate in your application how you meet the above criteria as this will assist the short-listing process.

Means of assessment will be by application form and by interview.

NOTE: You will be required to be contactable during normal working hours by telephone or by email and to be available to attend hearings which may be held in the day time and at relatively short notice.

Eligibility for Appointment

A person cannot be appointed as an Independent Person if they are or were within a period of 5 years prior to the appointment:

- a member, co-opted member or officer of the authority, or a relative or close friend.

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