



Cambridge City Council

CIVIC AFFAIRS

To: Committee Members: Councillors Boyce (Chair), Rosenstiel (Vice-Chair), Brierley, Marchant-Daisley, Herbert and Stuart

Alternates: Councillors Benstead and Ward

Despatched: Tuesday, 13 March 2012

Date: Wednesday, 21 March 2012

Time: 6.00 pm

Venue: Committee Room 1 & 2 - Guildhall

Contact: Glenn Burgess

Direct Dial: 01223 457169

AGENDA

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST

Members are asked to declare at this stage any interests that they may have in any of the following items on the agenda. If any member is unsure whether or not they should declare an interest on a particular matter, they are requested to seek advice from the Head of Legal Services before the meeting.

3 MINUTES OF PREVIOUS MEETING *(Pages 1 - 6)*

To agree the minutes of the meeting held on 1 February 2012.

4 PUBLIC QUESTIONS

5 INTERNAL AUDIT PLAN / STRATEGY 2012/13 *(Pages 7 - 38)*

6 PRAYERS AT COUNCIL MEETINGS

A recent High court decision held that councils did not have a legal power to include prayers as part of formal council meetings. The implementation of the power of general competence given to local authorities by the Localism Act has reversed this and there is no legal bar to holding prayers as part of the Council meeting. Equally, there is no obligation on councils to hold prayers or to include any other religious element in their meetings. The City Council's constitution makes no reference to prayers or to the role of (or need for) a Mayor's Chaplain. Both have been treated as a matter for the personal discretion of the Mayor.

This item was requested for inclusion by Councillor Marchant-Daisley under paragraph 3.2, Appendix F, Part 4a of the Council Procedure Rules.

Councillor Marchant-Daisley asks the Committee to recommend to Council that:

- Prayers are abolished at Council meetings and replaced with a 'Minute of Reflection'

7 REVIEW OF THE COUNCIL'S AUDIO AND VISUAL RECORDING PROTOCOL (Pages 39 - 50)

8 AREA COMMITTEES - AMENDMENT TO THE CONSTITUTION TO REFLECT FUNCTIONS DELEGATED BY THE EXECUTIVE (Pages 51 - 58)

9 CONSOLIDATION BYELAW FOR ACUPUNCTURE, TATTOOING, SEMI-PERMANENT SKIN COLOURING, COSMETIC PIERCING AND ELECTROLYSIS (Pages 59 - 82)

Information for the Public

QR Codes
(for use with Smart
Phones)

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.

Public 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 Applications or Licensing Hearings 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 or on-line:

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

The Chair will adopt the principles of the public speaking scheme regarding planning applications for general items, enforcement items and tree items.

Cambridge City Council would value your assistance in improving the public speaking process of committee meetings.

You are invited to complete a feedback form available in the committee room or on-line using the following hyperlink:

<http://www.surveymonkey.com/s/Y9Y6MV8>

**Filming,
recording
and
photography**

Filming, recording and photography at council meetings is allowed subject to certain restrictions and prior agreement from the chair of the meeting.

Requests to film, record or photograph, whether from a media organisation or a member of the public, must be made to the democratic services manager at least three working days before the meeting.

The Democratic Services Manager can be contacted on 01223 457013 or democratic.services@cambridge.gov.uk.

Fire Alarm In the event of the fire alarm sounding please follow the instructions of Cambridge City Council staff.

Facilities for disabled people Access for people with mobility difficulties is via the Peas Hill entrance.

A loop system is available in Committee Room 1, Committee Room 2 and the Council Chamber.

Adapted toilets are available on the ground and first floor.

Meeting papers are available in large print and other formats on request.

For further assistance please contact Democratic Services on 01223 457013 or democratic.services@cambridge.gov.uk.

Queries on 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.

General Information Information regarding committees, councilors and the democratic process is available at www.cambridge.gov.uk/democracy.

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