

COUNCIL

THURSDAY, 26 JULY 2012

DECISIONS

Set out below is a summary of the decisions taken at the meeting of the Council held on Thursday, 26 July 2012. The wording used does not necessarily reflect the actual wording that will appear in the minutes.

If you have any queries about any matters referred to in this decision sheet please contact Patrick Adams.

ESTABLISHMENT OF, AND APPOINTMENTS TO, CIVIC AFFAIRS COMMITTEE

Councillor Ray Manning proposed and Councillor Sebastian Kindersley seconded the establishment of a Civic Affairs Committee. A vote was taken and Council overwhelmingly

AGREED that

- a) A Civic Affairs Committee of 13 members be established and its terms of reference be agreed;
- b) The Constitution Review Working Group, Electoral Arrangements Committee and Standards Committee be disestablished;
- c) The Constitution be updated accordingly to reflect the changes outlined in the appendices to this report.

REVIEW OF POLITICAL GROUP REPRESENTATIONS ON COMMITTEES AND JOINT COMMITTEES

Following a change in the political balance of the Council and request by the Leader of the Conservative Group in accordance with Section 15 of the Local Government and Housing Act 1989, the Chairman agreed to allow this item onto the agenda, as an urgent item.

Councillor Ray Manning proposed and Councillor James Hockney seconded the following changes in the political membership of the authority and Council unanimously

AGREED the membership of the Civic Affairs Committee and alterations to the following Committees.

Body	Size	Conservatives	Liberal Democrats	Independent Group
Civic Affairs	13	8	3	2
Planning	15	8	3 (-1)	2 (+1)
Scrutiny and Overview	13	8(+1)	4 (-1)	1
JDC: Cambridge Fringes	6	4	1 (-1)	1 (+1)

Council **AGREED** to appoint to the above Committees the following members and substitute members as nominated by the political groups.

Civic Affairs Committee

Conservatives

Mick Martin (Chairman)
Alison Elcox (Vice-Chairman)
Simon Edwards
Ray Manning
Raymond Matthews
Tony Orgee
Robert Turner
Bunty Waters

Liberal Democrats

Jose Hales
Janet Lockwood
Jim Stewart

Independent Group

Douglas de Lacey
Edd Stonham

Substitutes in hierarchical list:

Conservatives

1) Roger Hall
2) Tim Wotherspoon
3) Mark Howell
4) Richard Barrett
5) Charlie Nightingale

Liberal Democrats

Hazel Smith

Independent Group

Remaining five members

Planning

Following the resignation of Councillor Mervyn Loynes from this Committee Councillor Lynda Harford was appointed by the Conservative Group as his replacement. The Independent Group appointed Councillor Sally Hatton as its additional member to this Committee and appointed Councillor Edd Stonham as its first substitute.

Scrutiny and Overview Committee

Councillor Lynda Harford to remain on the Committee, but as a Conservative member.

Joint Development Control: Cambridge Fringes

Councillor Lynda Harford to be replaced by Councillor Douglas de Lacey. Councillor Neil Scarr to serve as the Independent Group substitute on this Committee.

CODE OF CONDUCT 2012 AND COMPLAINTS PROCEDURE

Councillor Ray Manning proposed and Councillor Mark Howell seconded the revised Code of Conduct and Complaints Procedure, a vote was taken and Council overwhelmingly

AGREED to

- a) Adopt the Code of Conduct as attached in Appendix A
- b) Approve the Complaints Procedure Flowchart attached in Appendix B
- c) Approve the Code of Conduct Complaints Procedure attached in Appendix C.

On the suggestion of the Chairman, Council

AGREED to instruct the Chairman to write to the Secretary of State for Communities and Local Government, outlining the Council's concerns with the requirements of the Government's new Standards regime.

DECLARATION OF INTERESTS AND DISPENSATIONS

Councillor Tony Orgee proposed and Councillor David Bard seconded this proposal regarding the dispensation procedure and Council overwhelmingly **AGREED** to

- a) Delegate the power to grant a dispensation to the Monitoring Officer (in consultation with the Chairman of the Civic Affairs Committee and the Independent Person) with all dispensations granted to be reported back to the Civic Affairs Committee; and
- b) Approve the dispensations procedure attached at Appendix A.

APPOINTMENT OF AN INDEPENDENT PERSON

Councillor Tony Orgee proposed and Councillor David Bard seconded the appointment of Kathleen English as the Council's Independent Person, with Eric Revell as her deputy. A vote was taken and Council unanimously

AGREED To

- a) Appoint Kathleen English to the position of lead Independent Person until the end of June 2013.
- b) Appoint Eric Revell to the position of deputy Independent Person until the end of June 2013.

AMENDMENT TO EXECUTIVE PROCEDURE RULES (CONSTITUTION REVIEW WORKING GROUP 10 JULY 2012)

Councillor Ray Manning proposed and Councillor Tim Wotherspoon seconded that the Executive Procedure Rules be amended, as proposed by the Constitution Review Working Group. A vote was taken and Council overwhelmingly

AGREED That Executive Procedure Rule 3.1 be amended as follows, in order to allow greater flexibility in terms of scheduling formal meetings: Individual Portfolio Holders will normally hold meetings in accordance with schedules which co-ordinate with the work programme for that Portfolio. Dates for such meetings should, wherever possible, be agreed in advance for the Civic Year. Portfolio Holder meetings shall be held in public, in accordance with the provisions of procedure rules 1.3 and 1.6 above, **DELETE at least on a quarterly basis.**

AMENDMENTS TO CONTRACT REGULATIONS (CONSTITUTION REVIEW WORKING GROUP, 10 JULY 2012)

Councillor Nick Wright proposed and Councillor James Hockney seconded the amendments to the Contract Regulations, as laid out in the agenda. On the proposal of the Chairman, this recommendation was amended to allow Councillors Douglas de Lacey and Tim Wotherspoon to agree minor amendments to the verbs included in the Contract Regulations. A vote was taken and Council overwhelming

AGREED The changes to Contract Regulations recommended by the Constitution Review Working Group, subject to the amendment of modal verbs in the Regulations, to be jointly agreed by Councillors de Lacey and Wotherspoon.

AMENDMENTS TO STANDING ORDERS (CONSTITUTION REVIEW WORKING GROUP, 10 JULY 2012)

Councillor Ray Manning proposed and Councillor Mark Howell seconded the amendments to the Standing Orders, as recommended by the Constitution Review Working Group. A vote was taken and Council overwhelmingly

AGREED That the following changes to the Council Standing Orders be agreed:

Annual Council Meeting

- (a) 1.1(b) (vi) Receive any announcements from the Chairman, **(add) Leader of the Council** and / or Head of Paid Service
- (b) 1.1(b) (viii) appoint up to **five (delete four)** substitute members per committee from each political group in a hierarchical list to all committees and sub-committees other than the standards committee *(this reference to the Standards Committee will be deleted, subject to agreement of the recommendations in respect of the Civic Affairs Committee set out above)*
- (c) 1.1(b) (xii) receive the Leader of Major Opposition Group's **written Annual Statement on his/her Group's priorities for action and objectives for the forthcoming municipal year**

Selection of Councillors on Committees and Outside Bodies

- (d) **1.2 (vi) (the council meeting will) appoint the Chairmen and Vice-Chairmen of the committees established under Standing Order 1.2(a)(i) above.**

Notice of Motions

- (e) 12.1(a) (Notices of Motion)...must be delivered to the proper officer not later than **seven (delete six)** working days before the date of the meeting.
- (f) 12.1(b) (Motions for the removal of the Leader from office etc)...must be delivered to the proper officer not later than **seven (delete six)** working days before the date of the meeting.

Point of Order, Point of information, Personal explanation

- (g) 14.12 A member may raise a point of order at any time **(add) by standing and stating 'Point of Order'**.
- (h) 14.13 A member may raise a point of information at any time **(add) by standing and stating 'Point of Information'**.
- (i) 14.14 A member may make a personal explanation at any time **(add) by standing and stating 'Personal explanation'**

ANNUAL REVIEW OF THE RISK MANAGEMENT STRATEGY (CORPORATE GOVERNANCE COMMITTEE, 29 JUNE 2012)

Councillor David McCraith proposed and Councillor Ted Ridgway Watt seconded the endorsement of the Risk Management Strategy. A vote was taken and Council unanimously

AGREED to endorse the Risk Management Strategy and to note the Strategic Risk Register.