AGENDA

1. Public Question Time
The meeting will commence with up to 15 minutes public question time.

2. RESOLUTION OF THANKS
To be proposed and seconded:

That Members of this Council place on record their sincere appreciation of the manner in which Councillor Sheila Friend-Smith discharged the duties of the office of Chairman of the Council during the period of 18th May 1999 and 22nd May 2001 and that the Common Seal be affixed to a copy of this Resolution for presentation to Councillor Friend-Smith.

3. MINUTES
To approve as correct records the minutes of the meetings held on:

   (i) 17th July 2001
   (ii) 28th August 2001 (special meeting)

4. CHAIRMAN'S ANNOUNCEMENTS

5. TO RECEIVE PETITIONS (IF ANY)

6. NOTICE OF MOTION

   A LOCAL HEALTH CARE STRUCTURE FOR EAST CAMBRIDGESHIRE

To be proposed by Councillor Charlotte Cane and seconded by Councillor Valerie Leake.

The Council notes:

1. The present national reorganisation of health service providers from primary care group (PCG) status to primary care trust (PCT) status;
2. The Cambridgeshire Health Authority’s different options on this
matter and its meeting on 17 October which will decide the kind of PCT structure for East Cambridgeshire;

3. The views of MPs and health professionals who consider PCT boundaries should be coterminous with those of the local authority within which it operates.

The Council welcomes:

1. Overwhelming public support for a standalone East Cambridgeshire PCT;
2. The successful partnership between East Cambridgeshire District Council, East Cambridgeshire PCG and other PCGs in South Cambridgeshire and west Suffolk;
3. The recognition of the work by the partnership between East Cambridgeshire District Council and East Cambridgeshire PCG, including the £645,000 received for its Healthy Living Project.

The Council therefore resolves:

1. To support the creation of a stand alone East Cambridgeshire PCT;
2. To oppose any merger between East Cambridgeshire PCG with Fenland PCT;
3. To accept a merger of the East Cambridgeshire PCG within the family of southern Cambridgeshire health services if for reasons of size it is not possible to create an East Cambridgeshire PCT;
4. To urge the Health Authority to note the views and concerns of local residents, health care professionals and East Cambridgeshire District Council when it makes its decision about the future of health care service organisation at its meeting on 17 October.

7. TO ANSWER QUESTIONS FROM MEMBERS (IF ANY)

8. CORPORATE PLAN UPDATE

9. SCHEDULE OF ITEMS RECOMMENDED FROM COMMITTEES AND OTHER MEMBER BODIES Page 4

10. COMMON SEAL Page 6

11. MEMBERS' ALLOWANCES - REPORT OF THE INDEPENDENT REVIEW PANEL Page 8

12. APPOINTMENT OF STANDARDS COMMITTEE Page 16

13. SUBSTITUTION SCHEME

In accordance with the Constitution approved by this Council on 28th August 2001 (Council Procedure Rule 24.2 refers) the following substitute Members and deputy substitute Members have been nominated by the leader of each political group for the Member bodies indicated. Details of nominations marked "TBA" will be given at the meeting.

The Council is requested to approve the substitute and deputy substitute Members as set out below:
<table>
<thead>
<tr>
<th>Member Body</th>
<th>Name of Substitute</th>
<th>Name of Deputy Substitute</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Services Committee</td>
<td>Cllr Sheila Friend-Smith</td>
<td>LibDem</td>
</tr>
<tr>
<td></td>
<td>Cllr John Brooks</td>
<td>Ind</td>
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<td></td>
<td>Cllr Anne Tuite</td>
<td>Labour</td>
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<tr>
<td>Environment &amp; Transport Committee</td>
<td>Cllr John Abbott</td>
<td>Lib Dem</td>
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<td></td>
<td>Cllr Cyril Durrant</td>
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<td></td>
<td>Cllr Cyril Hempstead</td>
<td>Labour</td>
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<tr>
<td>Policy &amp; Resources Committee</td>
<td>Cllr Valerie Leake</td>
<td>Lib Dem</td>
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<td></td>
<td>Cllr Colin Fordham</td>
<td>Ind</td>
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<td></td>
<td>Cllr Graham Steward</td>
<td>Labour</td>
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<tr>
<td>Personnel Committee</td>
<td>Cllr Donald Adey</td>
<td>Lib Dem</td>
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<td></td>
<td>Cllr Liz Garner</td>
<td>Ind</td>
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<td>Cllr Cyril Hempstead</td>
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<tr>
<td>Strategic Development Committee</td>
<td>Cllr Ian Allen</td>
<td>Lib Dem</td>
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<tr>
<td></td>
<td>Cllr John Brooks</td>
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<td></td>
<td>Cllr Graham Steward</td>
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<td>Cllr Fiona McKay-Rae</td>
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<td></td>
<td>Cllr Edward Woodbridge</td>
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<td></td>
<td>Cllr Graham Steward</td>
<td>Labour</td>
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<tr>
<td>Licensing Committee</td>
<td>Cllr Ian Allen</td>
<td>Lib Dem</td>
</tr>
<tr>
<td></td>
<td>Cllr Owen Bethell</td>
<td>Ind</td>
</tr>
<tr>
<td>Broad Street Working Party</td>
<td>Cllr Sheila Friend-Smith</td>
<td>Lib Dem</td>
</tr>
</tbody>
</table>

14. **NEW COUNCIL CONSTITUTION - CLARIFICATION/AMENDMENTS**  
Page 18

15. **UPDATE OF CUSTOMER AGREEMENTS WITH BARCLAYS BANK**  
Page 20
MEMBER BODY

<table>
<thead>
<tr>
<th>COMMUNITY SERVICES COMMITTEE - 4TH SEPTEMBER 2001</th>
<th>ITEM NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>THE ESTABLISHMENT OF PRIMARY CARE TRUSTS (PCTs) IN SOUTHERN CAMBRIDGESHIRE</td>
<td>5</td>
</tr>
</tbody>
</table>

1. That Members support the establishment of three Primary Care Trusts following the boundaries of the current three PCGs, resulting in a stand alone PCT for East Cambridgeshire.

2. That if for reasons of size it is not possible to create an East Cambridgeshire PCT, that the PCG merges within the family of Southern Cambridgeshire health services.

3. That this Council be called upon to join forces with other partners to launch a campaign for an East Cambridgeshire PCT, and to reject the Health Authority's recommendation.

CCTV

1. That the Executive Directors (Community Services) and (Finance) in consultation with the Chairman of the Community Services Committee be authorised to:

   (i) proceed to implement the introduction of a monitored CCTV scheme in the town centres and car parks of Ely and Soham, within the scope of the capital and revenue contribution to the scheme identified in section 3 of the report.

   (ii) to conclude the formal agreements with the City of Ely Council and Soham Town Council with respect to their contributions to the capital and revenue costs incurred in relation to the town centre aspects of the proposed monitored CCTV scheme.

2. That an annual report be brought to the Community Services Committee, setting out costs and the impact of the scheme.
**PERSONNEL COMMITTEE - 13TH SEPTEMBER 2001**

**HUMAN RESOURCES SERVICE PLAN**

(2) That Management Team be asked to adopt a common format for all Service Plans.

(3) That the Chief Executive report back to the Leader of the Council or the Chairman of this Committee about the formalised reporting systems for the Service Plans.

(4) That budget figures for all service plans be double checked.

**STRATEGIC DEVELOPMENT COMMITTEE - 25TH SEPTEMBER 2001**

**SUPPLEMENTARY PLANNING GUIDANCE ON AFFORDABLE HOUSING**

That the revised Supplementary Guidance on Affordable Housing be adopted as Supplementary Planning Guidance.
To: Council

Date: 16th October 2001

From: Executive Director, Legal and Democratic Services

1.0 PURPOSE

1.1 To note the list of documents sealed and to authorise the affixing of Common Seals to other documents as necessary.

2.0 SEALING OF DOCUMENTS

2.1 Between 5th July and 24th September 2001, the following documents were sealed and entered in the sealing register.

**Planning Obligations**

- Land at La Hogue Farm, Chippenham,
  Danehill Farm, Kennett, Grange Farm, Barton Mills
  between ECDC (1)
  Mr. C. Reeks & Mrs. J. Reeks (2)
  R.F. Tillbrook & Sons (3)
  J.M. & R.H. Tilbrook (4)
  Barclays Bank Plc & The Agricultural Mortgage Corp Ltd., (5)

- La Hogue Farm - 952,000 sq.m.
  Danehill Farm - 1,830,000 sq.m.

- Land at Twentypence Road, Wilburton
  6,160 sq.m.
  between ECDC (1)
  Cambs County Council (2)
  Kentford Developments Ltd., (3)
  Simon Aves Cornwell (4)

- Land at Angle Drove, Ely
  36,000 sq.m.
  between ECDC (1)
  Cambs County Council (2)
  Ely Business Park Ltd., (3)

**Others**

- Deed of Variation and Release of
  Restrictive Covenant - Land to the rear
  of Numbers 82 & 84 Beechwood Avenue, Bottisham
  between ECDC (1)
  A. Brigden & Tracey C. Dennis (2)

- Deed of Grant of Easement
  Land to the rear of 44 Broad Street, Ely.
  between ECDC (1)
  G.A. Norman (2)

- Licence to Assign & Deed of
  Variation
  between ECDC (1)
  R.J. Armstrong-Tait &
  D.H. Armstrong-Tait (2)
  S. Johnson & M. Johnson (3)

- Deed of Rectification
  Garage No.4 Trinity Close, Bottisham
Environmental Protection Act
Authorisation to operate a process for the unloading into storage of petrol from mobile containers at a service station.
Authorisation Ref: No. EPA/31/01/PW
EMG Anglia Limited

Environmental Protection Act
Authorisation to operate a process for the unloading into storage of petrol from mobile containers at a service station.
Authorisation Ref: No. EPA/32/01/PW
Cater Street Garage, Fordham, Ely, Cambs

Certificate - Vote of thanks to Councillor Sheila Friend-Smith for discharging duties of office of Chairman of the Council 18\textsuperscript{th} May 1999 to 22\textsuperscript{nd} May 2001

DSI-23 Northfields, Lode
DSI-29 Berristead Close, Wilburton
DSI-31 Woodfen Road, Littleport

TPI - Substation site at Wisbech Road, Littleport

TPOs
Old Depot off Field End, Witchford E/01/01
The Rectory, Main Street, Little Downham E/02/01
MEMBERS' ALLOWANCES
REPORT OF THE INDEPENDENT REVIEW PANEL

To: Council
Date: 16th October 2001
From: Executive Director (Legal and Democratic Services)/ Democratic Services Officer

1.0 ISSUE
1.1 To consider the report and recommendations of the Independent Review Panel - Members' Allowances.

2.0 RECOMMENDATIONS
2.1 That the current Members' Allowance Scheme be amended with effect from 28th July 2001 to:
   (i) delete all references to attendance allowance; and
   (ii) reflect the decision of this Council following consideration of the recommendations of the Independent Review Panel - Members' Allowances, as attached to this report.

3.0 COSTS
3.1 The annual costs of the proposed scheme are approximately £125,000 as set out in paragraph 3.1 of the report of the Independent Panel.
3.2 The current budget allocation for the Members' Allowance Scheme for 2001/2002 is £78,032. There is, therefore, a shortfall of approximately £50,000 if the recommendations of the Independent Panel are adopted by this Council.

4.0 OPTIONS
4.1 To adopt the scheme recommended by the Independent Panel.
4.2 To adopt the scheme, subject to modifications considered necessary.
4.3 To not adopt the scheme. (It should be noted however, that as from 28 July 2001 it is a statutory requirement that all local authorities cease to pay attendance allowance).

5.0 BACKGROUND
5.1 The report of the Panel, attached, sets out the Panel's recommendations and its reasonings behind them.
5.2 In accordance with the requirements of The Local Authorities (Members' Allowances) (England) Regulations 2001 a notice has been published in The Newmarket Standard, Newmarket Journal and Ely Standard stating that a report has been received from an Independent Panel relating to Members' Allowances, setting out the main features of the proposed scheme and advising that copies of the report are available from the Council Offices.
5.3 The Council is now required to consider whether or not to adopt the recommendations of the Panel.

5.4 Following the decision of the Council, a further notice will be published in the above newspapers advising of the decision.

6.0 BACKGROUND DOCUMENTS

Report of the Independent Panel
MEMBERS' ALLOWANCES REVIEW FOR EAST CAMBRIDGESHIRE DISTRICT COUNCIL - REPORT OF THE INDEPENDENT REVIEW PANEL

To: Council

Date: 16th October 2001

From: Independent Review Panel - Members' Allowances

1.0 ISSUE

1.1 To consider the recommendations of the Independent Review Panel relating to Members' Allowances.

2.0 RECOMMENDATIONS

2.1 That the recommendations of the Independent Review Panel - Members' Allowances as set out in this report and Appendix A to this report be agreed.

2.2 That the allowances set out in the scheme be increased annually in line with the pay increase awarded to APT&C staff.

2.3 That a review of working parties take place in excess of once per annum.

2.4 That the Local Government Association be advised that it is the view of this authority, and its Independent Review Panel - Members' Allowances, that Members should be entitled to paid time off when attending to Council business and that central government should be lobbied to this effect.

3.0 COSTS

3.1 The annual costs of the new Members' Allowance Scheme is approximately £125,000. This is based on Working Parties having an average duration of six months, but does not include the cost of childcare provision.

4.0 OPTIONS/BACKGROUND

4.1 To agree the Members' Allowance Scheme set out in this report or to make alterations to it.

4.2 Following the decision of the full Council to appoint an Independent Review Panel to consider the issue of Members' allowances in East Cambridgeshire District Council, a consultation paper was received from the government putting forward this as a mechanism of reviewing Members' Allowances.

4.3 It is now a statutory requirement that all local authorities cease to pay attendance allowance from 28 July 2001.

4.4 The review has been set against a background of change in local government, not least of all for East Cambridgeshire. The new legislation has seen East Cambridgeshire move from a traditional committee structure to 'streamlined' arrangements and from September 2001 it is anticipated that the full 'alternative arrangements' option will come into effect (this will include Scrutiny and Standards Committees) and it is on this type of structure that the review has been based.
4.5 The Panel was established in early 2001, comprising:

Richard Hobbs (Parish Councillor and Mayor of Ely) (Chairman)
Annette Jolly (Chief Executive of East Cambridgeshire PCG)
John Ison (Editor of the Ely Standard)
Geoff Smith (Member of the public)

4.6 The Panel has met on 3 occasions and has considered numerous documents and pieces of information.

4.7 The 3 Group Leaders and the Chief Executive were also interviewed to enable the panel to ascertain the role of Members and the time commitment expected of them.

5.0 ARGUMENT AND CONCLUSIONS

5.1 The Panel considered it appropriate to calculate the basic allowance for all Members before calculating any Special Responsibility Allowances that were deemed appropriate.

5.2 Basic Allowance

5.2.1 In discussing the basic allowance the Panel noted that the average hourly wage rate for Cambridgeshire of £10.80 per hour (1999 figures) was too high and unrealistic for use in the East Cambridgeshire area. A figure of £4.50 an hour which was based on information from the draft citizens panel survey results was agreed. All calculations were then made based on this figure.

5.2.2 Member commitment and workload was considered and the timesheets completed by Members during November and December 2000, were analysed and used as a basis for discussion.

5.2.3 When analysing the completed timesheets, the Independent Panel considered that 'political' work should be a voluntary element of the role of being a Councillor and therefore should not be included for the purposes of calculating a Basic Allowance. This meant that the average hours per week of a Councillor was 12.17. It was considered that this was roughly the time commitment that would be expected from a ward Member.

5.2.4 The Basic Allowance is intended to cover such items as telephone calls and postage, as with the current allowance. The Panel has also stated that the Allowance is to compensate Members for the time they spend in meetings, including those of the Council's committees and outside bodies, together with taking into account the travelling undertaken by some Members who represent wards in the extremes of the district.

5.2.5 The Basic Allowance has therefore been calculated as follows:

\[
12.17 \text{ hours} \times 52 \frac{1}{4} \text{ weeks} = 636 \text{ hours per year}
\]

\[
636 \text{ hours} \times £4.50 = £2862 \text{ basic allowance per annum.}
\]

5.3 Special Responsibility Allowances

5.3.1 The Panel considered the issue of Special Responsibility Allowances (SRAs). It was acknowledged that they were discretionary and that if an SRA was paid to a member of the majority group then in accordance with legislation, at least one would need to be paid to a person who was not a member of the majority group.
Chairmen of Committees

5.3.2 Discussions around the time commitment led to a time of 4 hours per week (approximate ½ day) being considered appropriate for the role of a Chairman of a Committee.

\[16 \text{ hours} \times 12 \text{ months} = 192 \text{ hours per year}\]
\[192 \times £4.50 = £864 \text{ per annum}\]

The Chairmen of the following Committees would be eligible for this level of SRA:

Policy and Resources
Community Services
Environment and Transport
Strategic Development
Planning
Personnel
Overview and Scrutiny

5.3.3 Licensing Committee was considered to be less onerous in terms of the hours the Chairman would be expected to contribute due to its ad hoc nature. The figure for the Chairman of Licensing was therefore based on 4 hours (½ day) commitment per month.

\[4 \text{ hours} \times 12 \text{ months} = 48 \text{ hours}\]
\[48 \text{ hours} \times £4.50 = £216 \text{ per annum}\]

5.3.4 The Panel, after discussion, considered that the Appeals and Complaints Committee would not attract a Special Responsibility Allowance and neither would the Standards Committee.

5.4 Working Parties

5.4.1 As the nature of each Working Party is different, the Panel considered that a payment should be made to the Chairmen of such bodies on a monthly basis for the duration of the Working Party, based on 50% of the payment to a Chairman of a Policy Committee. This, on average, suggests a commitment of 8 hours per month.

\[
\text{Monthly Payment to Chairman of Policy Committee (£72)} \div 2 = £36 \text{ per month (8 hours x £4.50)}
\]

5.4.2 Whilst considering Working Parties, the Panel agreed to recommend to the full Council that the Working Parties should be regularly reviewed to ensure that their existence is still necessary. The Panel recommend that such reviews take place in excess of once per annum.

5.5 Vice Chairmen

5.5.1 The role of a Vice Chairman was compared to that of the Chairman of a Committee. It was considered that appropriate remuneration for such a role was 25% of that received by the Chairman, ie an input of approximately 4 hours per month.

\[£864 \div 4 = £216 \text{ per annum (4 hours x 12 months x £4.50)}\]

This allowance would apply to the Vice-Chairmen of the following Committees:

Policy and Resources
Community Services
Environment and Transport
Strategic Development
Planning
Personnel
Overview and Scrutiny

5.5.2 An SRA for the Vice-Chairman of the Licensing Committee was not considered to be appropriate given the limited time commitment that would be required.

5.6 Leader of the Council

5.6.1 The Panel came to the conclusion that, excluding work of a political nature, it would be necessary for the Leader to spend approximately 2½ days (20 hours) per week fulfilling the role of Leader of the Council. The Panel consider it necessary to reflect the capabilities required from the role and the willingness of someone to undertake such a role.

\[
20 \text{ hours} \times 52\frac{1}{4} \text{ weeks} = 1045 \text{ hours per year}
\]

\[
1045 \times £4.50 = £4702.00 \text{ per annum}
\]

5.7 Deputy Leader of the Council

5.7.1 The Panel agreed that the role was less onerous than that of the Leader and decided that as with Chairmen/Vice Chairmen of Policy Committees it warranted a payment of 25% of the more senior position equating to a time commitment of approximately 5 hours per week.

\[
£4702.00 \div 4 = £1175.00 \text{ per annum} \quad (5 \text{ hours} \times 52\frac{1}{4} \text{ weeks} \times £4.50)
\]

5.8 Leaders of minority Groups

5.8.1 It was decided that the roles of leaders of the Labour Group and Group of Independents were formal and, therefore, warranted an SRA. This was based on a figure of ½ day per month (4 hours).

\[
4 \text{ hours} \times 12 \text{ months} = 48 \text{ hours} \times £4.50 = £216 \text{ per annum}
\]

6.0 OTHER ALLOWANCES

6.1 Chairman and Vice Chairman of the Council

As the Chairman of the Council currently receives an annual allowance of £2820 and the Vice Chairman an allowance of £579 an SRA was not considered applicable given the civic/ceremonial nature of the duties and the honour which such a position bestowed upon the postholders.

6.2 Childcare / Dependent Carers' Allowance

The Panel was of the opinion that this should be provided, on the same basis as the scheme currently available to staff to ensure that people were not deterred from being able to stand for the role due to 'care' commitments.

7.0 PENSION RIGHTS

7.1 The Panel considered that the role of a Councillor and the associated remuneration should not be treated as the main source of income for an individual. As such, it was considered that allowances paid should not be pensionable.
8.0 CONCLUSION

8.1 In considering the information provided the Panel has presented its recommendations to the Council. This complies with the requirements of legislation as well as undertaking the task previously requested by the Council.

8.2 Whilst undertaking its deliberations, the Panel considered the new scheme should be easy to administer and, therefore, recommends that the rate of Members’ allowances be increased annually at the rate of the increase received by APT&C staff. It also learnt that Members of the Council were not automatically entitled to paid time off from their employers in order to attend to Council business.

8.3 It is the opinion of the Panel that those persons willing to become Councillors should not be financially worse off when dealing with their duties and has therefore added another recommendation for the Council’s consideration, namely that the Local Government Association (LGA) be advised that it is the view of this authority and its Independent Review Panel for Members’ Allowances that Members should be entitled to paid time off when attending to Council business and that the LGA should lobby central government to that effect.

9.0 BACKGROUND PAPERS

- Council’s Corporate Objectives - Corporate Plan
- Current Members’ Allowance Scheme
- Guidance on Members’ Allowances for Councils, District Councils and London Borough Councils - Consultation on Draft Statutory Guidance
- Benchmark Information with other ‘Family Group’ authorities and other organisations.
APPENDIX A

Proposed Members' Allowances Scheme - 28 July 2001 onwards

Basic Allowance

All Members £2862

Special Responsibility Allowances

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<tr>
<th>Committee</th>
<th>Chairman</th>
<th>Vice Chairman</th>
</tr>
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<tbody>
<tr>
<td>Policy and Resources Committee</td>
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<td>£216</td>
</tr>
<tr>
<td>Community Services Committee</td>
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<td>Environment and Transport Committee</td>
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<td>Overview and Scrutiny Committee</td>
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<td>Licensing Committee</td>
<td>£216</td>
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<td>Working Parties</td>
<td>£36 per month</td>
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</tbody>
</table>

Leader of the Council £4702
Deputy Leader of the Council £1175
Leader of the Group of Independents £216
Leader of the Labour Group £216

Childcare and Dependent Carer's Allowances to be paid utilising the same provisions as the scheme used by staff of the authority.

No special responsibility allowance to be paid to the Chairman and Vice-Chairman of the Council as they currently receive allowances for their civic and ceremonial roles of £2820 and £579 respectively.

Allowances paid not to be pensionable.
APPOINTMENT OF STANDARDS COMMITTEE

Agenda Item No. 12

To: Council
Date: 16th October 2001
From: Executive Director, Legal & Democratic Services

1.0 ISSUE

1.1 To appoint the Members of the Standards Committee.

2.0 RECOMMENDATION

2.1 That the membership of the District Council's Standards Committee, as set out in para 4.3 below, be agreed.

3.0 COSTS

3.1 If the Members Allowances Scheme (set out elsewhere on this agenda) is agreed there will be no special responsibility allowance payable to the Chairman of the Standards Committee. For the time being, the Independent Members (2 Parish and 1 'Lay') are entitled to claim travelling expenses and/or subsistence allowance.

4.0 ISSUES

4.1 As Members will recall, the constitution and terms of reference of the Standards Committee are as set out in Annex A. The Committee is not bound by the proportionality rules.

4.2 As required by the legislation, we have:-

- published (in 2 local papers and elsewhere) an advertisement seeking 'Lay' persons interested in serving on the Committee.

- sought volunteers from our Parish Councils.

4.3 The District Councillors nominated to date for the Committee are:-

Councillor James Fitch - Liberal Democrat Member

Details of nomination for the representatives of the Group of Independents and the Labour Group will be given at the meeting.

4.4 Two applications were received from Parish Councillors for the 2 Parish Council Members and two applications from applicants for the 'Lay' Member.

4.5 The closing date for the Lay Member applications was 5th October 2001 and accordingly a verbal recommendation on the proposed candidate will be given at the meeting.

4.6 It is proposed that the 2 Parish Council Members should be:-

David Stoudley from Cheveley Parish Council and Peter Harris from Lode Parish Council
5.0 BACKGROUND DOCUMENTS

5.1 Local Government Act 2000

5.2 The Relevant Authorities (Standards Committee) Regulations 2000 (SI 2001 No. 2812)
NEW CONSTITUTION - CLARIFICATION/AMENDMENTS

To: Council
Date: 16th October 2001
From: Executive Director (Legal and Democratic Services)

1.0 ISSUE
1.1 To consider the points of clarification/amendments to the Constitution as set out in this report. (Please note the draft Constitution was circulated previously).

2.0 RECOMMENDATIONS
2.1 That the points of clarification/amendments to the Constitution as set out in this report be approved.

3.0 COSTS
3.1 Costs of reprinting can be accommodated within existing budgets.

4.0 OPTIONS
4.1 To approve, not approve or amend the points of clarification/amendments as set out in the report.

5.0 BACKGROUND
5.1 The Constitution came into effect on 3rd September 2001. Council was advised at the special meeting held on 28th August 2001, items of clarification/amendments would be submitted to Council as and when they arose.

6.0 PROPOSED POINTS OF CLARIFICATION/AMENDMENTS
6.1 (1) Throughout the Constitution - any references to out of date job titles/committee and other member body titles to be amended to reflect current structures.

(2) Throughout the Constitution - references to Standing Orders to be deleted where appropriate and a reference to Council Procedure Rules to be inserted.

(3) Community Services Committee - insert, for clarification, "To consider and determine the recommendations of the Broad Street Working Party unless it is a matter which requires a decision of the full Council".

(4) Broad Street Working Party - insert, for clarification, in its terms of reference, "To report and make recommendations to the Community Services Committee".

(5) Overview and Scrutiny Committee - Constitution para 1.2, sub paragraph to read:- "…… the power to appoint the Members and substitute Members selected to any such sub-committee is delegated to the Executive Director (Legal and Democratic Services).
(6) For clarification purposes, to recommend to that Panel that in its Constitution and terms of reference the references to East Cambridgeshire "Grants Committee" be deleted and replaced with "Community Services and Strategic Development Committees" and "Economic and Community Development Manager" be deleted and replaced with "Executive Director" (Community Services).

(7) Council Procedure Rule 8.1.2 and 8.1.3 to be amended to clarify that the use of Public Question Time is solely for members of the public and that such persons when submitting a question must be present at the meeting to which their question is presented.

"8.1.2 any member of the public (excluding any Member of the District Council) can ask a question on any topic ……"

"8.1.3 questions are to be given in writing and placed in a box provided for the purpose prior to commencement of the public question time. All members of the public submitting a question must be present at the meeting to which they have submitted their question".

(8) That Council Procedure Rule 21.2 be amended for clarification purposes to read:

"Any motion ……… of the Council if an item to make such an amendment has not appeared on the summons for the meeting."

7.0 BACKGROUND PAPERS

East Cambridgeshire District Council - Constitution.
UPDATE OF CUSTOMER AGREEMENTS WITH BARCLAYS BANK

Agenda Item No. 15

To: Council

Date: 16th October 2001

From: Executive Director (Finance)

1.0 ISSUE

1.1 To seek Members approval to update Customer Agreements held with our bankers, Barclays Bank Plc in regard to amended signatories.

2.0 RECOMMENDATION

2.1 That the update of the Customer Agreements held with Barclays Bank be approved.

3.0 BACKGROUND

3.1 Due to changes in ECDC signatories, as a result of staff changes, it has become necessary to update our agreement with Barclays Bank. The bank's regulations require that the changes to the Agreement be approved by full Council.

   John Hill           Chief Executive
   Cecilia Tredget    Deputy Chief Executive
   Alex Colyer        Executive Director (Finance)
   Anthony Grzybek   Principal Accountant

4.0 BACKGROUND PAPERS

Barclays Bank Plc Appointment Bankers Forms.