

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

ANTI-SOCIAL BEHAVIOUR ACT 2003

Decision of: Councillor Smart, Executive Councillor Housing & Health

Reference: 04/H&H/015

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Not a key decision.

Matter for Decision: To agree to delegate to officers new responsibilities under the provisions of the Anti-Social Behaviour Act 2003.

Why the decision had to be made (and any alternative options): Local authorities are responding to the requirements under the various provisions of the Act. Alternatives would have been to delegate to other officers than those agreed to.

<p>The Executive Councillor's decision:</p>
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<p>(1) The Council's powers relating to Housing Management and Anti-Social Behaviour are the responsibility of the Director of Community Services and any new powers relating to these areas under the Act should be delegated to him.</p> <p>(2) The Director of Community Services should be given delegated authority to consultation with the police generally in relation to the closure of premises where drugs are used unlawfully under part 1 of the Act.</p> <p>(3) The Director of Community Services and Head of Environmental Health and Waste Strategy have delegated powers in relation to the removal of unlawful encampments. The Head of Environmental Health and Waste Strategy is responsible for the control of caravan sites. New powers under the Act should be delegated to these officers.</p>

Reasons for the decision: These are outlined in the report.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 5 votes to 0.

Report: Agenda Item 5 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

DO-IT YOURSELF SHARED OWNERSHIP SCHEME

Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/16

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Key decision.

Matter for Decision: As part of a decision about strategic priorities for housing, it was agreed in principle in July 2003 to use £500,000 of usable capital receipts to provide extra housing in Cambridge for key workers by way of a DIYSO scheme.

Why the decision had to be made (and any alternative options): The decision had to be made to take forward a strategic priority for housing. The option for running the scheme in-house was also detailed in the report.

<p>The Executive Councillor's decision:</p> <ol style="list-style-type: none">1) To approve the DIYSO scheme as outlined in this report and to instruct officers to put the scheme into practice during 2004.2) To approve an arrangement for the scheme to be administered by an external organisation to be appointed by the Director of Community Services.3) That the course of action in paragraph 4.15 of the officer report is adopted, and that initial administration costs (for the first tranche of purchases) are calculated over the medium term of the length of the first tranche of agreements or five years, whichever is the shorter.
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Reasons for the decision: These are outlined in the report (paras 4.18-4.22).

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 5 votes to 0.

Report: Agenda Item 6 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

AGREEMENT ON AFFORDABLE HOUSING PROVISION WITH SOUTH CAMBS DC
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Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/17

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Not a key decision.

Matter for Decision: The report recommends that the City Council enter into this agreement.

Why the decision had to be made (and any alternative options): Cambridge City Council and South Cambridgeshire District Council have drawn up a draft agreement on the development and allocation of new affordable housing to be built on the urban fringe and the fringe of the green belt around the City. The proposed agreement, which is to split new affordable housing built in the areas marked on the map (in the report) 50:50 between the two Councils.

<p>The Executive Councillor's decision:</p> <ol style="list-style-type: none">1) The City Council enters into the agreement with South Cambridgeshire District Council outlined in the officer report.2) To delegate the authority to agree the detailed wording of the agreement to the Director of Community Services

Reasons for the decision: These are outlined in the report.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 9 votes to 0.

Report: Agenda Item 7 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

UPGRADING COMMUNAL TV AERIAL FACILITIES
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Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/18

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Not a key decision.

Matter for Decision: To decide if the Council should finance an upgrade of the Communal TV Aerial system, which would enable residents to purchase and use Digital Boxes, and therefore gain access to digital programmes via the “Freeview” facility.

Why the decision had to be made (and any alternative options): There is increasing pressure from residents in relation to this issue. Many residents are frustrated that the technology exists for them to access a range of digital channels at a reasonable cost (the price of a digital box is in the region of £80) and the current communal aerial provision denies them this opportunity. Option 3 listed in the officer report would meet this expectation at a reasonably limited capital cost.

<p>The Executive Councillor’s decision:</p>
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| <ol style="list-style-type: none">1) To agree Option 3 outlined the report at an estimated cost of £34,395.2) To agree to fund the works from HRA Balances, as an addition to the existing six-year agreed capital programme of work.3) To introduce a service charge in order to recover the capital and ongoing revenue costs associated with the upgraded service. |
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Reasons for the decision: These are outlined in the report.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 8 votes to 0.

Report: Agenda Item 8 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

SETTING THE CAMBRIDGE STANDARD

Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/19

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Key decision.

Matter for Decision: To decide on the standard for the future repair and improvements to the housing stock and provision of new and improved services for tenants. The standard will be used as a basis for the Stock Option appraisal to be undertaken later in the year.

Why the decision had to be made (and any alternative options): A proposed Cambridge Standard, would be used as the basis for costing models for the development of proposals for the future repair and maintenance of the stock. The next stage of the process would be the detailed work on the various options available and the preparation of a report to a future meeting of the Committee.

<p>The Executive Councillor's decision:</p>
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| <ol style="list-style-type: none">1) Approve the 'aspirational' Standard set out in Section 8.0 paragraph 8.22 in the committee report as the 'Cambridge Standard'.2) That the officers report back on the financial options for satisfying the issues raised in the report so that a full stock option appraisal report can be prepared. |
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Reasons for the decision: These are outlined in the report.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 5 votes to 0.

Report: Agenda Item 9 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: - The Committee received amendments from the officers on the report which covered recommendation 2.1, para 6 and para 8.

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

PARTNERING WITH CITY SERVICES FOR THE PROVISION OF RESPONSIVE REPAIRS AND MAINTENANCE 2004 – 2010
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Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/20

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Key decision.

Matter for Decision: To form a partnering agreement with City Services for repairs and maintenance to run from 1 April 2004 until March 31st 2010.

Why the decision had to be made (and any alternative options): A procurement strategy for a repair and maintenance programme of approximately £69million was agreed in July 2003. It was decided that one third of the work (focused on response and some cyclical maintenance) will be granted to City Services subject to evidence of competitive pricing and the development of a continuous improvement programme for the services.

<p>The Executive Councillor's decision:</p> <ol style="list-style-type: none">1) That the City Council proceeds with a partnering agreement with City Services to carry out responsive repairs and maintenance and voids works for six years.2) That a detailed continuous improvement programme is drawn up based on the priorities set out in Appendix 1 of the officer report.3) That progress with the improvement plan is reported to Housing and Health Scrutiny Committee on a 6 monthly basis for performance management purposes.

Reasons for the decision: These are outlined in the report.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 8 votes to 0.

Report: Agenda Item 10 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

BEST VALUE REVIEW OF SHELTERED HOUSING

Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/21

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Key decision.

Matter for Decision: To agree the recommendations contained within the Best Value Action Plan for Sheltered Housing services as detailed within the committee report.

Why the decision had to be made (and any alternative options): The outcomes of the review have highlighted a number of areas that need further investigation within the sheltered housing services. Sheltered Housing has been relatively under-invested in by the Council over the last ten years, and a direct consequence of this is the fact that some of the sheltered housing stock is in need of major refurbishment and repair. The Best Value Action Plan is viewed as a realistic way of addressing the current and future problems associated with providing a high quality sheltered housing service. The alternative options were not to agree the Action Plan, or to amend it.

<p>The Executive Councillor's decision:</p>
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<p>To approve the Best Value Action Plan for Sheltered Housing Services.</p>
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Reasons for the decision: These are outlined in the report.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 5 votes to 0.

Report: Agenda Item 11 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

FOOD SERVICE PLAN

Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/22

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Not a key decision.

Matter for Decision: To approve a Food Service Plan in accordance with statutory guidance.

Why the decision had to be made (and any alternative options): The Service Plan had been produced after very careful consideration and took into account the resources currently available within the Service and the statutory obligations placed on the Council as an enforcing authority for food legislation.

<p>The Executive Councillor's decision: To approve the Food Service Plan (at Appendix A of the officer report)</p>

Reasons for the decision: These are outlined in the report.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 9 votes to 0.

Report: Agenda Item 12 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

HEALTH AND SAFETY SERVICE PLAN

Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/23

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Not a key decision.

Matter for Decision: To approve a Health and Safety Service Plan in accordance with statutory guidance.

Why the decision had to be made (and any alternative options): The Service Plan had been produced after very careful consideration and took into account the resources currently available within the Service and the statutory obligations placed on the Council as an enforcing authority for health and safety legislation.

<p>The Executive Councillor's decision: To approve the Health and Safety Service Plan (at Appendix A of the officer report).</p>

Reasons for the decision: These are outlined in the report.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 9 votes to 0.

Report: Agenda Item 13 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

GENERAL FUND: REVENUE AND CAPITAL BUDGETS, CARRY FORWARDS AND SIGNIFICANT VARIANCES FOR 2003/04
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Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/24

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Not a key decision.

Matter for Decision: The report looked at the latest position against revenue and capital budgets for the financial year, 2003/04, for the services reporting to the Scrutiny Committee. It highlighted any anticipated significant variances and presented requests for approval to carry forward certain budget under-spends to 2004/05 (subject to final outturn).

Why the decision had to be made (and any alternative options): The decision was part of the overall budgetary framework. With recommendation b) in the report, the Executive Councillor opted to carry forward £382,000 for a homeless hostel project rather than be released for other schemes.

<p>The Executive Councillor's decision:</p>
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| <ol style="list-style-type: none">1) That the carry forward requests, totalling £62,000 as detailed in Appendix B of the officer report, are recommended to Council for approval, subject to the final outturn position.2) To seek approval from Council to carry forward resources of £382,000 from 2003/04 into 2004/05 to pursue another homeless hostel project. |
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Reasons for the decision: These are outlined in the report.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 5 votes to 0.

Report: Agenda Item 14 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

HOUSING REVENUE ACCOUNT: REVENUE AND CAPITAL BUDGETS, CARRY FORWARDS AND SIGNIFICANT VARIANCES FOR 2003/04

Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/25

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Not a key decision.

Matter for Decision: This report looks at the latest position against revenue and capital budgets for the financial year, 2003/04, for the Housing Revenue Account (HRA). It highlights any anticipated significant variances and presents requests for approval to carry forward certain budget under-spends to 2004/05 (subject to final outturn).

Why the decision had to be made (and any alternative options): The decision was part of the overall budgetary framework.

<p>The Executive Councillor's decision:</p> <ol style="list-style-type: none">1) To agree which of the carry forward requests, totalling £145,700 as detailed in Appendix B of the officer report, are to be approved, subject to the final outturn position.2) Approve the additional costs of £168,500 associated with Rawlyn Court refurbishment and fund these costs from available capital receipts.3) Seek approval from Council to the amended capital programme for 2004/05.4) Approve the Council's capital allowance of £12.9 million for 2004/05.
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Reasons for the decision: These are outlined in the report.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 5 votes to 0.

Report: Agenda Item 15 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

REVIEWING THE HOUSING ALLOCATIONS POLICY

Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/26

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Not a key decision.

Matter for Decision: To agree to review the Council's Housing Allocation Policy.

Why the decision had to be made (and any alternative options): The report outlined the main findings of an independent review of the current housing allocation policy and identified the options for implementing the recommendations. It identified the reasons for choosing the recommended option.

<p>The Executive Councillor's decision: Agree that work begins on moving to a banding system of allocations with the long-term aim of introducing a "Choice Based Lettings" approach.</p>
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Reasons for the decision: These are outlined in the report (para 3).

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 9 votes to 0.

Report: Agenda Item 16 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

HOMELESSNESS REVIEWS/APPEALS COMMITTEE

Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/27

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Not a key decision.

Matter for Decision: Whether the Council should change its current system of homelessness reviews.

Why the decision had to be made (and any alternative options): The current system of review was, for a number of reasons, not working effectively. The alternative options were listed in the report.

<p>The Executive Councillor's decision:</p>
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<p>Subject to consideration by the Civic Affairs Committee in view of the amendment required to the Constitution, to recommend Council to out source the homelessness decision review/appeals procedure to an external agency, on a three-year contract (option 4).</p>

Reasons for the decision: These are outlined in the report (para 6).

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 5 votes to 4.

Report: Agenda Item 17 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

WRITE OFF OF FORMER TENANT ARREARS

Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/28

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Not a key decision.

Matter for Decision: To write off former tenant arrears. The report set out details of two cases of former tenant arrears together with a summary of the action taken to try to recover the debt.

Why the decision had to be made (and any alternative options): All attempts to recover the debt had been exhausted, and the non-recovery of the debt needed to be identified in the financial accounts. This did not, however, stop resurrection of the debt if the tenant re-presents for housing in the future.

<p>The Executive Councillor's decision: That the two cases of former tenant arrears totalling £6,808.65 detailed in the attached confidential Appendix be written off.</p>

Reasons for the decision: These are outlined in the report.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 9 votes to 0.

Report: Agenda Item 18 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

DELEGATIONS OF AUTHORITY

Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/29

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Not a key decision.

Matter for Decision: The constitution requires the Executive Councillor for Housing and Health to make decisions on placing Closing Orders on domestic premises. In order to ensure the effective and efficient use of statutory powers it is recommended that the Executive Councillor for Housing and Health delegates authority to the Head of Environmental Health and Waste Strategy to take action under section 368 of the Housing Act 1985 to close parts of an house in multiple occupation where the means of escape from fire is inadequate.

Why the decision had to be made (and any alternative options): In order to ensure the effective and efficient use of statutory powers.

The Executive Councillor's decision:

Part 3- Discharge of Council Functions paragraph 9.3.3, Powers Delegated to Head of Environmental Health and Waste Management Service Area Delegations Executive and Regulatory Functions; Powers Delegated by Executive Councillor for Housing and Health: amend delegation to read:

“All powers concerned with ensuring proper maintenance, upkeep and management of properties for the protection of the safety and well-being of private sector residents including action on unfit, overcrowding, or vacant housing, and the exercise of powers relating to houses in multiple occupation but excluding:

the making of closing orders under section 264, Housing Act 1985.

To exercise the powers contained in section 368, Housing Act 1985 (Means of Escape from Fire: power to secure that part of the house not used for human habitation.

Reasons for the decision: The wording as currently in the Constitution was not correct.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for

the Executive Councillor by 9 votes to 0.

Report: Agenda Item 19 of the Housing & Health Scrutiny Committee, 21 April 2004

Conflicts of interest:

Comments: - Amended wording to that included on the agenda was tabled at the meeting and agreed by the Executive Councillor.

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

COMPULSORY PURCHASE ORDER: PROPERTY N
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Decision of: Councillor Smart, Executive Councillor for Housing & Health

Reference: 04/H&H/30

Date of decision: 21 April 2004 (recorded on 30 April)

Decision Type: Key decision.

Matter for Decision: To authorise the taking of Compulsory Purchase action in respect of Property N.

Why the decision had to be made (and any alternative options): It is part of the City Councils policy on compulsory purchase that such action is only taken as a last resort. Officers take the view that the use of compulsory purchase powers are necessary to bring this dwelling up to standard and ensure its reoccupation as soon as is reasonably possible.

<p>The Executive Councillor's decision:</p>
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<p>1) That the Head of Environmental Health and Waste Strategy in consultation with the Head of Legal Services and Director of Finance be authorized to use compulsory purchase powers in respect of Property N in order to make it fit for human habitation and bring it back into habitable use.</p>
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<p>2) That the revenue and capital resources already approved for progressing a Compulsory Purchase Order on two properties referred to in the officer report are used to progress the Compulsory Purchase Order in 1) above, given that other forms of financial assistance are likely to be used to bring these properties back up to the required standard and get them reoccupied.</p>
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Reasons for the decision: These are detailed in the report.

Scrutiny consideration: The Scrutiny Committee agreed the recommendations for the Executive Councillor by 8 votes to 0.

Report: Agenda Item 21 of the Housing & Health Scrutiny Committee, 21 April 2004
This report is exempt from publication by virtue of paragraph 7 as defined in the Council's Constitution page 154.

Conflicts of interest:

Comments: -