

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>REPAIR AND REPLACEMENT OF FENCING PROGRAMME 2003 – 04</b>
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**Decision of:** Councillor Smart, Executive Councillor Strategic Housing and Health

**Reference:** 041110/h&h/01

**Date of decision:** 10 November 2004    **Recorded on:** 15 November 2004

**Decision Type:** Not a Key Decision

**Matter for Decision:** To receive the internal auditor's report of the fencing programme for 2003-4 and agree new arrangements to avoid similar future lapses in project procurement, subsequent project management and allied financial control

**Why the decision had to be made (and any alternative options):** To resolve the issue of significant overspending and lapses in procedures identified.

**The Executive Councillor's decision(s):** To receive the executive summary of the Internal Audit report on the fencing programme for 2003-4 attached as appendix 1 of the officers' report.  
To note and endorse the new arrangements made to avoid the reoccurrence of similar problems in the future.

**Reasons for the decision:** These are described in the report.

**Scrutiny consideration:** The Scrutiny Committee considered and approved the recommendations by 9 votes to 0.

**Report:** Agenda Item 5 of Housing & Health Scrutiny Committee on 10 November 2004.

**Conflicts of interest:** No conflicts of interest were declared by the Executive Councillor

**Comments:**

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>PARTNERING AGREEMENT WITH CITY SERVICES</b>
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<b>Decision of:</b>	<b>Councillor Smart</b> , Executive Councillor Strategic Housing and Health
<b>Reference:</b>	041110/h&h/02
<b>Date of decision:</b>	10 November 2004 <b>Recorded on:</b> 15 November 2004
<b>Decision Type:</b>	Key Decision
<b>Matter for Decision:</b>	To consider approving the commencement of a formal five year partnering agreement with City Services commencing 1 January 2005.
<b>Why the decision had to be made (and any alternative options):</b>	To implement the introduction of a new procurement strategy for the maintenance, repair and improvement of the City Council's housing stock with City Services selected as the preferred provider for work areas described in the report in the period leading up to completion of the Decent homes programme in 2010-11.
<b>The Executive Councillor's decision(s):</b>	<ol style="list-style-type: none"><li>1. To note that<ol style="list-style-type: none"><li>(a) a requirement to demonstrate best value for the work areas described below has now been met.</li><li>(b) a requirement to demonstrate a commitment to continuous improvement within a rigorous assessment framework has now been met.</li></ol></li><li>2. That a formal partnering agreement, incorporating terms and conditions of the NEC Term Service Contract, be entered into. The formal agreement to commence on 1st January 2005 incorporating work in respect of the following areas: Response maintenance, Voids, Aids and adaptations, External cyclical repairs, Replacement windows, Provision of replacement external doors. The agreement to run for a period of five years with a provision for additional periods of 1 + 1 yearly extension at the discretion of the Client.</li></ol>
<b>Reasons for the decision:</b>	These are described in the report.
<b>Scrutiny consideration:</b>	The Scrutiny Committee considered and approved the recommendations by 9 votes to 0.
<b>Report:</b>	Agenda Item 6 of the Housing and Health Scrutiny Committee on 10 November 2004.
<b>Conflicts of interest:</b>	No conflicts of interest were declared by the Executive Councillor

**Comments:**

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

**AMENDMENTS TO GRANT AND LOAN POLICY FOR PRIVATE SECTOR RENEWAL**

<b>Decision of:</b>	<b>Councillor Smart</b> , Executive Councillor Strategic Housing and Health
<b>Reference:</b>	041110/h&h/03
<b>Date of decision:</b>	10 November 2004 <b>Recorded on:</b> 15 November 2004
<b>Decision Type:</b>	Key Decision
<b>Matter for Decision:</b>	To consider the recommended changes to policy, to seek to increase the take up of private sector loans.
<b>Why the decision had to be made (and any alternative options):</b>	The current policy clearly is not meeting the need of the most vulnerable owner-occupiers in the City. This in turn affects the ability of the authority to meet its Medium Term Objectives by addressing the issues around unfitness and disrepair.
<b>The Executive Councillor's decision(s):</b>	<p>To provide private sector loans on an interest free basis as outlined in paragraph 5.1 (a) of the officer's report.</p> <p>To amend the rules regarding the funding of works over and above grant level as outlined in paragraph 5.1 (b) of the officer's report.</p> <p>To raise the Loan threshold to £20,000 from £15,000 as in 5.1(d) the officer's report.</p> <p>To introduce a "Quick Hit" grant of up to £1,000, non-means tested and non-secured as outlined in paragraph 5.1 (e) of the officer's report and Appendix 1.</p> <p>To agree to re-word the policy to take into account unfitness and Decent Homes targets in the Private Sector as outlined in paragraph 5.2 of this report.</p>
<b>Reasons for the decision:</b>	By making the proposed changes to the policy, and improving methods of targeting the correct client base, it is hoped that take-up will be improved and assist with the provision of better housing and a healthy and thriving community in the private sector.
<b>Scrutiny consideration:</b>	The Scrutiny Committee considered and approved the recommendations by 9 votes to 0.
<b>Report:</b>	Agenda Item 7 of the Housing and Health Scrutiny Committee on 10 November 2004.
<b>Conflicts of interest:</b>	No conflicts of interest were declared by the Executive Councillor
<b>Comments:</b>	

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>HOME AID PREFERRED CONTRACTOR LIST</b>
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**Decision of:** Councillor Smart, Executive Councillor Strategic Housing and Health

**Reference:** 041110/h&h/04

**Date of decision:** 10 November 2004      **Recorded on:** 15 November 2004

**Decision Type:** Not a Key Decision

**Matter for Decision:** To consider the recommended changes to policy, and the introduction of a preferred contractors process with contractors specializing in adaptation works.

**Why the decision had to be made (and any alternative options):** In view of the increasing difficulty in obtaining tenders for building work over the last few years, especially with contractors specialising in adaptation works.

**The Executive Councillor's decision(s):** To agree that Home Aid develop a Preferred Contractor List following a pre qualification questionnaire and tender process.

**Reasons for the decision:** The nature of the work and the clients requesting help from Home Aid requires contractors who are sensitive to their needs. It is becoming increasingly difficult to obtain quotations for work for this sector of the community. Contractors are more willing to work closely with the clients and the Council if they have an element of certainty about the level of work being undertaken.

**Scrutiny consideration:** The Scrutiny Committee considered and approved the recommendations by 9 votes to 0.

**Report:** Agenda Item 8 of the Housing and Health Scrutiny Committee on 10 November 2004.

**Conflicts of interest:** No conflicts of interest were declared by the Executive Councillor

**Comments:**

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>COUNTY-WIDE BEST VALUE REVIEW OF SHELTERED HOUSING SERVICES</b>
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<b>Decision of:</b>	<b>Councillor Smart</b> , Executive Councillor Strategic Housing and Health
<b>Reference:</b>	041110/h&h/05
<b>Date of decision:</b>	10 November 2004 <b>Recorded on:</b> 15 November 2004
<b>Decision Type:</b>	Not a Key Decision
<b>Matter for Decision:</b>	To consider the and agree the recommendations contained within the County–Wide Best Value Action Plan for Sheltered Housing services as detailed within this report.
<b>Why the decision had to be made (and any alternative options):</b>	The officers’ report summarises the findings of the county-wide Best Value Review of Sheltered Housing, which was presented to the Cambridgeshire Joint Members Committee in July 2004.
<b>The Executive Councillor’s decision(s):</b>	To note the County–Wide Best Value Action Plan for Sheltered Housing Services and its recommendations, in particular the vision and proposals on shared performance indicators. That the analysis and conclusions of the report inform the future planning of sheltered housing within Cambridge City.
<b>Reasons for the decision:</b>	The outcomes of the review have highlighted a number of areas that need further investigation within the sheltered housing services. 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.
<b>Scrutiny consideration:</b>	The Scrutiny Committee considered the recommendations and approved them by 6 votes to 0.
<b>Report:</b>	Agenda Item 9 of the Housing and Health Scrutiny Committee on 10 November 2004.
<b>Conflicts of interest:</b>	No conflicts of interest were declared by the Executive Councillor
<b>Comments:</b>	

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>CAMBRIDGESHIRE SUPPORTING PEOPLE STRATEGY 2005-10</b>
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**Decision of:** Councillor Smart, Executive Councillor Strategic Housing and Health

**Reference:** 041110/h&h/06

**Date of decision:** 10 November 2004      **Recorded on:** 15 November 2004

**Decision Type:** Not a Key Decision

**Matter for Decision:** To consider endorsing the revised Supporting People Strategy for Cambridgeshire for 2005-2010.

**Why the decision had to be made (and any alternative options):** The Supporting People Strategy is a key strategy required by the ODPM and necessary for the Council, in partnership with others, to deliver its obligations for supported housing and housing support.

**The Executive Councillor's decision(s):** To endorse the revised Supporting People Strategy for Cambridgeshire for 2005-2010.

**Reasons for the decision:** As a housing provider, a clear steer on the future direction of Supporting People services is needed to enable the Council to plan and deliver services commissioned by the Commissioning Body. It will also to allow the Council to assess risks, and consider future business plans in relation to delivery of such services.

**Scrutiny consideration:** The Scrutiny Committee considered the recommendations and approved them by 9 votes to 0.

**Report:** Agenda Item 10 of the Housing and Health Scrutiny Committee on 10 November 2004.

**Conflicts of interest:** No conflicts of interest were declared by the Executive Councillor

**Comments:**

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>HOUSING STOCK OPTION APPRAISAL - RESULT OF TENANT AND LEASEHOLDER PREFERENCE BALLOT</b>
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**Decision of:** Councillor Smart, Executive Councillor Strategic Housing and Health

**Reference:** 041110/h&h/07

**Date of decision:** 10 November 2004      **Recorded on:** 15 November 2004

**Decision Type:** Not a Key Decision

**Matter for Decision:** To consider recommending the Council to take into account the results of the preference ballot and chose an option for the future management of the housing stock in order to achieve the Government's Decent Homes standard by 2010.

**Why the decision had to be made (and any alternative options):** The Council has to decide how it intends to meet the government's target of achieving 'Decent Homes' by 2010. Once an option has been chosen it will be necessary to submit a report to the ODPM, setting out the background to the decision in order that the process can be 'signed off' by July 2005.

**The Executive Councillor's decision(s):** Having reviewed the financial and technical options set out in the officers' report and the preference expressed by tenants and leaseholders, the Council be recommended to retain and manage the stock directly;  
The officers report back with programmes of work to repair and improve the stock to achieve the government's decent homes standard by 2010;  
The officers report back with options for the future improvement of sheltered housing above the 'decent homes' standard.

**Reasons for the decision:** The results of the ballot, announced on 1 November 2004, indicated a clear preference for retention of the direct management of the Council's housing stock.

**Scrutiny consideration:** The Scrutiny Committee considered the recommendations and approved them by 8 votes to 0.

**Report:** Agenda Item 11 of the Housing and Health Scrutiny Committee on 10 November 2004.

**Conflicts of interest:** No conflicts of interest were declared by the Executive Councillor

**Comments:**

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>ANTI-SOCIAL BEHAVIOUR ACT 2003 STATEMENT OF POLICY &amp; PROCEDURES</b>
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<b>Decision of:</b>	<b>Councillor Smart</b> , Executive Councillor Strategic Housing and Health
<b>Reference:</b>	041110/h&h/08
<b>Date of decision:</b>	10 November 2004 <b>Recorded on:</b> 15 November 2004
<b>Decision Type:</b>	Key Decision
<b>Matter for Decision:</b>	To consider approving the Statement and Summary of Policy & Procedures on Anti-Social Behaviour in its current form in accordance with the Landlords Obligations under s.218A of the Housing Act 1996 as introduced by s.12 Anti-Social Behaviour Act 2003
<b>Why the decision had to be made (and any alternative options):</b>	Under the Anti-Social Behaviour Act 2003 (ASB) landlords that are local housing authorities, housing action trusts and registered social landlords (collectively referred to as 'social landlords') are required to prepare and publish policies and procedures in relation to anti-social behaviour.
<b>The Executive Councillor's decision(s):</b>	To approve the Statement and Summary of Policy & Procedures prepared in accordance with the Anti-Social Behaviour Act 2003, contained in Appendices 1, 2, & 3 of the officers' report. To consider how best to carry out the review process for the ASB Act Policy & Procedures.
<b>Reasons for the decision:</b>	The Council is required to publish the Statement of Policy & Procedures by December 2004.
<b>Scrutiny consideration:</b>	The Scrutiny Committee considered the recommendations and approved them by 6 votes to 0.
<b>Report:</b>	Agenda Item 12 of the Housing and Health Scrutiny Committee on 10 November 2004.
<b>Conflicts of interest:</b>	No conflicts of interest were declared by the Executive Councillor
<b>Comments:</b>	

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>HRA SERVICE PERFORMANCE REVIEW AND REVENUE &amp; CAPITAL REVISED BUDGETS 2004/05</b>
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<b>Decision of:</b>	<b>Councillor Smart</b> , Executive Councillor Strategic Housing and Health
<b>Reference:</b>	041110/h&h/09
<b>Date of decision:</b>	10 November 2004 <b>Recorded on:</b> 15 November 2004
<b>Decision Type:</b>	Key Decision
<b>Matter for Decision:</b>	To consider whether service priorities and resources should be refocused to enable objectives and targets for the Housing Revenue Account for the current year to be met, in the light of performance over 2003/04 and for the first six months of 2004/05.
<b>Why the decision had to be made (and any alternative options):</b>	The performance of services requires monitoring and Performance Reviews are the way Scrutiny Committees and the Executive can perform their function as part of the Council's Corporate Performance Management process. Part one of the process looks at in year performance.
<b>The Executive Councillor's decision(s):</b>	To: a) Note performance against the objectives and targets of the services (shown in Part 2 and Appendix A of the Service Performance Review) that report to this committee for 2003/04 and the first six months of 2004/05. b) Approve, with any amendments, the revised revenue budget for 2004/05 for the Housing Revenue Account, as shown in Appendix A.c) c) Seek approval from Council to use part of the anticipated underspend of £580,000 on the Regulatory Reform Order Initiative to fund additional expenditure of £190,000 on Disabled Facilities Grants for HRA tenants, as detailed in paragraph 4.3.2 and Appendix C.d) d) Seek approval from Council for a one-off capital bid of £15,000 to make disabled access and health and safety improvements to the south area housing office at 89 Cherry Hinton Road, as detailed in paragraph 4.3.3 and Appendix C.
<b>Reasons for the decision:</b>	These are described in the report.
<b>Scrutiny consideration:</b>	The Scrutiny Committee considered the recommendations and approved them by 6 votes to 0.
<b>Report:</b>	Agenda Item 13A of the Housing and Health Scrutiny Committee on 10 November 2004.
<b>Conflicts of interest:</b>	No conflicts of interest were declared by the Executive Councillor

**Comments:**

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>SERVICE PERFORMANCE REVIEW AND GENERAL FUND REVENUE &amp; CAPITAL REVISED BUDGETS 2004/05</b>
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**Decision of:** Councillor Smart, Executive Councillor Strategic Housing and Health

**Reference:** 041110/h&h/10

**Date of decision:** 10 November 2004      **Recorded on:** 15 November 2004

**Decision Type:** Key Decision

**Matter for Decision:** To consider whether service priorities and resources should be refocused to enable objectives and targets for the

- Housing General Fund
- Environmental Health Services

for the current year to be met, in the light of performance over 2003/04 and for the first six months of 2004/05.

**Why the decision had to be made (and any alternative options):** The performance of services requires monitoring and Performance Reviews are the way Scrutiny Committees and the Executive can perform their function as part of the Council's Corporate Performance Management process. Part one of the process looks at in year performance.

**The Executive Councillor's decision(s):** To

- a) Note performance against the objectives and targets of the services (shown in Service Performance Reviews, Part 2 and Appendix A) that report to this committee for 2003/04 and the first six months of 2004/05.
- b) Approve, with any amendments, the revised revenue budget for 2004/05, as shown in Appendix A, for submission to Council.
- c) Seek approval from Council for the virement of £13,940, in relation to the transfer of part of the Environmental Health Officer post, detailed in paragraph 3.3.4, from the Housing and Health Committee portfolio to the Environment Scrutiny Committee portfolio.
- d) Seek approval from Council for the virement of £42,930, as a result of the review of the administration budget allocations, detailed in paragraph 3.3.4, from the Housing and Health Committee portfolio to the Environment
- e) Scrutiny Committee portfolio.
- f) Seek approval from Council to use part of the anticipated underspend of £580,000 on the Regulatory Reform Order Initiative to fund additional expenditure of £130,000 on Disabled Facilities Grants for Private Sector applicants, as detailed in paragraph 4.3.1 and Appendix C.
- g) Seek approval from Council to carry forward resources of

£300,000 from 2004/05 into 2005/06 to fund rephased capital spending for the compulsory purchase of three properties, as detailed in paragraph 4.3.2 and Appendix C

**Reasons for the decision:**

These are described in the report.

**Scrutiny consideration:**

The Scrutiny Committee considered the recommendations and approved them by 6 votes to 0.

**Report:**

Agenda Item 13B of the Housing and Health Scrutiny Committee on 10 November 2004.

**Conflicts of interest:**

No conflicts of interest were declared by the Executive Councillor

**Comments:**

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>DISPOSAL OF SELECTED HOUSING PROPERTIES</b>
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**Decision of:** Councillor Smart, Executive Councillor Strategic Housing and Health

**Reference:** 041110/h&h/11

**Date of decision:** 10 November 2004      **Recorded on:** 15 November 2004

**Decision Type:** Key Decision

**Matter for Decision:** To consider a policy of selective disposal of housing assets, and appropriate investment in increased supply of affordable housing

**Why the decision had to be made (and any alternative options):** Continuing to refurbish and renovate properties in significant disrepair is costly. Assets may be better managed by selective disposal of such properties. Selective disposal and reinvestment would assist the programme for development of new affordable housing, which is currently constrained by grant. A proactive approach to asset management, disposal, and investment in new housing would be seen as a positive step by other funding organisations, such as the Housing Corporation, and may lever in additional funding.

**The Executive Councillor's decision(s):** To consider, on a case by case basis, the open market sale of vacant council owned properties, where those properties are defective and refurbishment/repair is economically unviable.  
To allocate receipts from the sale of any council assets arising from this, which result in a loss of affordable housing, to be invested in full in increasing the supply of affordable housing at least equal to the number of units lost on each occasion.  
To give further consideration to an asset strategy outlining properties and land suitable for disposal or redevelopment, and priorities for new affordable housing investment, when the land audit is completed in early 2005.

**Reasons for the decision:** These are described in the report.

**Scrutiny consideration:** The Scrutiny Committee considered the officers report and an amendment to delete the words 'through grant funding approved RSL partners to build or purchase additional units, to deliver an increase in affordable housing' from recommendation 2) was carried by 8 votes to 0.  
The recommendations, as amended, were approved by 9 votes to 0.

**Report:** Agenda Item 14 of the Housing and Health Scrutiny Committee on 10 November 2004.

**Conflicts of** No conflicts of interest were declared by the Executive Councillor

**interest:**

**Comments:**

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>DISPOSAL OF PROPERTY A</b>
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<b>Decision of:</b>	<b>Councillor Smart</b> , Executive Councillor Strategic Housing and Health
<b>Reference:</b>	041110/h&h/12
<b>Date of decision:</b>	10 November 2004 <b>Recorded on:</b> 15 November 2004
<b>Decision Type:</b>	Key Decision
<b>Matter for Decision:</b>	To agree to the marketing and sale of 48 City road, subject to agreement by the Executive Councillor for Housing and Health
<b>Why the decision had to be made (and any alternative options):</b>	The property is vacant, structurally defective and expensive to maintain and manage. Disposal would be in line with the Asset Management strategy for housing agreed in 2003.
<b>The Executive Councillor's decision(s):</b>	To agree to the marketing and sale of this property.
<b>Reasons for the decision:</b>	These are described in the report.
<b>Scrutiny consideration:</b>	The Scrutiny Committee considered and approved the recommendations by 6 votes to 0.
<b>Report:</b>	Agenda Item 16 of the Housing and Health Scrutiny Committee on 10 November 2004.
<b>Conflicts of interest:</b>	No conflicts of interest were declared by the Executive Councillor
<b>Comments:</b>	The public was excluded from the meeting for this item by virtue of paragraphs 8 & 9 of Part 1 of Schedule 12A of the Local Government Act 1972.