

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

St Matthew's Piece Land and Citylife Community Innovation Centre

Decision of: Rod Cantrill, Executive Councillor for Customer Services & Resources

Reference: CS&R/061114/A5

Date of decision: 14 November 2006 (recorded on 15 November 2006)

Decision Type: Non-Key Decision

Matter for Decision:

To consider a negotiated solution to settle a land ownership dispute between the City and County Councils that may have a bearing on the Citylife scheme that was recently granted planning consent, and to approve advertising for the proposed disposal of land.

Why the decision had to be made (and any alternative options):

A resolution to the dispute needs to be found. There are a number of options whereby the ownership problems can be addressed. They include:

- City and County each remain obdurate in asserting their position. The Land Registry passes the matter to an Adjudicator who decides. The process is understood to be both lengthy and expensive.
- The City accepts that the County has managed the property for sufficiently long to acquire the land by Adverse Possession.
- Negotiation.

The Executive Councillor's decision:

Agreed:

- a) To approve advertising the proposed disposal of land.
- b) Following appropriate advertising, to fully consider the public's response before finally approving or rejecting the recommended package of disposal and acquisition together with approving any leasehold commitments that may be necessary.
- c) In the event of proceeding the Director of Central Services is authorised to complete the necessary disposal and acquisition (with or without additional leases).
- d) In the event of opting not to dispose, that the Director of Central Services is authorised to draw on Property Strategy funds to finance adjudication and asked to report through the budget monitoring process.

Reasons for the decision: See officer's report.

Scrutiny consideration: The Scrutiny Committee asked to look at the report. The Scrutiny Committee considered and approved the recommendations by 6 votes to 0. For a summary of the Scrutiny Committee's comments see the minutes of the meeting.

Report: Agenda A, item 5 of Customer Services & Resources Scrutiny Committee, 14 November 2006.

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

Comments A member of the public spoke on behalf of Petersfield Community Action Trust (PACT) under the Council's public speaking rights. (see the minutes of the meeting)

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

Departmental Restructuring

Decision of: Rod Cantrill, Executive Councillor for Customer Services & Resources

Reference: CS&R/061114/A6

Date of decision: 14 November 2006 (recorded on 15 November 2006)

Decision Type: Key Decision

Matter for Decision:

A review of the Council's departmental structure, particularly the Council's central and corporate services, due to the major project to introduce a new Customer Access Service.

Why the decision had to be made (and any alternative options):

There is a need to review the structure in light of recent and proposed operational issues and changes. The proposed corporate Customer Access Service requires to be located in the management structure. This change will affect all departments to some extent, but particularly the council's corporate and central services.

<p>The Executive Councillor's decision:</p>
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<p><u>Agreed:</u></p>

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| <ul style="list-style-type: none">a) to a review of the Council's departmental structure, focused particularly on corporate and central services, including the management of the new Customer Access Service.
b) that any changes as a result of the review be delegated to the Chief Executive in consultation with the Executive Councillor for Customer Services & Resources and the Labour Spokesperson.
c) that any changes lead to service improvements, efficiency gains and be cost neutral. |
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Reasons for the decision: See officer's report.

Scrutiny consideration:

The scrutiny committee considered and approved the recommendation by 6 votes to 0. For a summary of the Scrutiny Committee's comments see the minutes of the meeting.

Report: Agenda A, item 6 of Customer Services & Resources Scrutiny Committee, 14 November 2006.

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

Comments:

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

**Service Plan Performance Review 2006 – 07 and Revised Revenue
and Capital Budgets**

Decision of: Rod Cantrill, Executive Councillor for Customer Services & Resources

Reference: CS&R/061114/A7

Date of decision: 14 November 2006 (recorded on 15 November 2006)

Decision Type: Non-Key Decision

Matter for Decision:

The Service Performance Review sets out performance for the first six months of 2006/07, highlighting achievements but also detailing those actions that will, or could, fail to meet targets by the end of the financial year. This information will enable the Executive Councillor to consider whether service priorities and resources should be refocused to enable objectives and targets for the current year to be met.

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.

The Executive Councillor's decision:

Agreed:

- a) To note performance against the objectives and targets of the services within this portfolio that report to this scrutiny committee for the first six months of 2006/07 as shown in the Service Performance Review, Appendix E of the officer report.
- b) To approve, with any amendments, the current year funding requests and savings, (shown in Appendix B of the officer report) and the resulting revised revenue budgets for 2006/07 (shown in Appendix A of the officer report) for submission to Council.
- c) To approve transferring the Employee Transport Incentive budget from this portfolio to the Planning and Transport portfolio (see paragraph 3.6).
- d) Seek approval from Council to include the following schemes in the capital plan, for which project appraisals are attached as Appendix D of the officer report:
 - Time Recording and Case Management System: the scheme will cost £30,000, to be funded from Legal Services' repairs and renewals fund.
 - Refurbishment of PVCU Factory and Workshop Area: the initial scheme costs equate to £48,000, to be funded from City Services' repairs and renewals fund - £24,000 and income from sale of PVCU plant and equipment - £24,000.

Reasons for the decision: See officer's report.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendations by 6 votes to 0. For a summary of the Scrutiny Committee's comments see the minutes of the meeting.

Report: Agenda A, item 7 of Customer Services & Resources Scrutiny Committee, 14 November 2006.

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

Comments:

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

Guildhall Working Party's Proposal for The Guildhall

Decision of: Rod Cantrill, Executive Councillor for Customer Services & Resources

Reference: CS&R/061114/A8

Date of decision: 14 November 2006 (recorded on 15 November 2006)

Decision Type: Key Decision

Matter for Decision:

The approval of a brief given to the Working Party of a scheme that would involve the relocation of the Tourist Information Centre and Box Office to free up the rear of the Guildhall for a restaurant/ café type use.

Why the decision had to be made (and any alternative options):

The member Guildhall Working Party (GHWP) has been looking at better use of the Crown Court accommodation and rear of the Guildhall for over two years. Four main options were considered. Briefly, option 1 was overly ambitious and was rejected. Option 2 is the one recommended. Option 3 was felt to be overly complicated and difficult to deliver and option 4 is the default option if Option 2 is not accepted. The different options had very different cost and financial return implications.

The Executive Councillor's decision:

Agreed:

- 1.1 To approve the option outlined at section 4.3 of the report.
- 2.2 To ask full Council to approve the addition of the scheme to the Capital Plan, and the temporary use of £600,000 of reserves, on a payback basis, to fund the initial investment.
- 2.3 To instruct Officers to submit any necessary statutory applications and to conclude terms (subject to Executive Councillor approval) for letting a building contract and letting the "rotunda" to a restaurant / café operator.
- 2.4 To approve the Director of Finance's recommendations at section 5.3, that:
 - a) risk should be assessed, at a future time, before a building contract is let
 - b) before the capital investment is made, the Council should 'opt to tax' the rental income to preserve VAT recovery.

Reasons for the decision: See officer's report.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendation by 6 votes to 0. For a summary of the Scrutiny Committee's comments see the minutes of the meeting.

Report: Agenda A, item 8 of Customer Services & Resources Scrutiny Committee, 14 November 2006.

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

Comments:

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

ICT Infrastructure Upgrades

Decision of: Rod Cantrill, Executive Councillor for Customer Services & Resources

Reference: CS&R/061114/A9

Date of decision: 14 November 2006 (recorded on 15 November 2006)

Decision Type: Key Decision

Matter for Decision:

Authorisation to proceed with three projects related to ICT infrastructure - Desktop Improvements, Firewall Replacement and Netware 6.5. All three form part of a planned programme of upgrades to keep basic systems up to date and prepare for major new systems online services.

Why the decision had to be made (and any alternative options):

The Medium Term Strategy report to the July 10th 2006 Strategy Scrutiny Committee anticipated a programme of necessary upgrades to keep our systems current and to ensure flexibility to deal with new demands on them. The attached proposals form part of the anticipated programme of improvements, and together form part of the implementation of the Council's revised ICT strategy.

<p>The Executive Councillor's decision:</p>
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<p>Agreed:</p>

<p>To approve the project appraisals attached to the officer's report.</p>
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Reasons for the decision: See officer's report.

Scrutiny consideration:

The scrutiny committee considered and approved the recommendation by 6 votes to 0.

For a summary of the Scrutiny Committee's comments see the minutes of the meeting.

Report: Agenda A, item 9 of Customer Services & Resources Scrutiny Committee, 14 November 2006.

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

Comments:

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

Human Resources Best Value Review

Decision of: Rod Cantrill, Executive Councillor for Customer Services & Resources

Reference: CS&R/061114/A10

Date of decision: 14 November 2006 (recorded on 15 November 2006)

Decision Type: Non-Key Decision

Matter for Decision:

To consider the outcome of the Best Value Review and agree the actions to ensure that Human Resources (HR) is able to use its resources efficiently to add value to the Council.

Why the decision had to be made (and any alternative options):

During 2004, when a review of support services generally was put on hold, Corporate Management Team and Members agreed that a review of the HR Service should proceed on the basis that there were capacity and overall efficiency issues that needed to be addressed.

The Executive Councillor's decision:

Agreed

- 2.1 To endorse the proposals for a new City Council HR Service delivery model as detailed in this report.
- 2.2 To adopt a "cash envelope" approach to implementation, utilising savings delivered by the new service model to repay the temporary use of reserves to meet the initial costs of transition from the current to new HR Service.
- 2.3 To note that, in order to realise the savings identified by the Review, departments will need to take responsibility for reviewing relevant structures to ensure posts with HR related tasks extracted are realigned.
- 2.4 To endorse the proposal to conduct an Internal Audit of the new HR Service delivery model in July 2008. This Audit should incorporate a review of the residual (non-HR) work remaining in departments that is currently being undertaken by Departmental Personnel Administrators and should include recommendations on whether further efficiencies can be realised at that time.

Reasons for the decision: See officer's report.

Scrutiny consideration: The Scrutiny Committee asked to look at the report. The scrutiny committee considered and approved the recommendation by 6 votes to 0. For a summary of the Scrutiny Committee's comments see the minutes of the meeting.

Report: Agenda A, item 10 of Customer Services & Resources Scrutiny Committee, 14 November 2006.

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

Comments:

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

Land at Clay Farm

Decision of: Rod Cantrill, Executive Councillor for Customer Services & Resources

Reference: CS&R/061114/A11

Date of decision: 14 November 2006 (recorded on 15 November 2006)

Decision Type: Key Decision

Matter for Decision:

To consider the Council's landholding in the Southern Fringe Growth Area, the proposal that the Council enters into a Landowners Collaboration Agreement with the other main landowner and their Developer and the terms and costs of the Agreement.

Why the decision had to be made (and any alternative options):

The Council owns 6.475 hectares/16 acres of agricultural land which is part of a greater area generally referred to as Clay Farm.

Clay Farm falls within the Southern Fringe Growth Area on the southern edge of the City and the Area Development Framework document has allocated the Clay Farm / Showground area for the development of up to 2,300 dwellings with supporting community infrastructure.

<p>The Executive Councillor's decision:</p>
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<p><u>Agreed:</u></p>

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| <ul style="list-style-type: none">2.1 the terms of the Landowners Collaboration Agreement described in the report2.2 funding of up to £25,000 from the Property Strategy Fund to pay for external legal support.2.3 The Executive Councillor agreed to let the Labour Spokes have sight of the final terms of the Landowners Collaboration Agreement. |
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Reasons for the decision: See officer's report.

Scrutiny consideration:

The scrutiny committee considered and approved the recommendation by 6 votes to 0.

For a summary of the Scrutiny Committee's comments see the minutes of the meeting.

Report: Agenda A, item 11 of Customer Services & Resources Scrutiny Committee, 14 November 2006.

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

Comments:

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

127-159 New Street

Decision of: Rod Cantrill, Executive Councillor for Customer Services & Resources

Reference: CS&R/061114/A12

Date of decision: 14 November 2006 (recorded on 15 November 2006)

Decision Type: Key Decision

Matter for Decision:

To approve the principle of enabling a developer to build a replacement facility for 127-159 New Street (which is part of the Council's housing stock and is used for temporary accommodation for homeless applicants) in return for acquiring the building for redevelopment as office space.

Why the decision had to be made (and any alternative options):

The Developer has previously expressed interest in acquiring 127/159 New Street but the Council's primary criteria for cooperating has been the provision of an alternative short stay facility close to the city centre and housing management offices.

Community Services Temporary Housing team is enthusiastic about the proposal now that the Developer is able to offer replacement premises close to New Street in Occupation Road.

<p>The Executive Councillor's decision:</p>
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<p><u>Agreed:</u></p>

<p>To approve the principle of the transaction to enable the Developer to commit to detailed design work and preparation of planning applications and on the basis that the final package of terms will be reported for formal approval.</p>
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Reasons for the decision: See officer's report.

Scrutiny consideration:

The scrutiny committee considered and approved the recommendation by 6 votes to 0.

For a summary of the Scrutiny Committee's comments see the minutes of the meeting.

Report: Agenda A, item 12 of Customer Services & Resources Scrutiny Committee, 14 November 2006.

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

Comments: