

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>Review the Conditions of Tenancy</b>
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**Decision of:** Catherine Smart, Executive Councillor for Housing

**Reference:** HMB/070702/A09

**Date of decision:** 2 July 2007 (recorded on 4 July 2007)

**Decision Type:** Key Decision

**Matter for Decision:** Whether to review the Conditions of Tenancy which were last reviewed in 1996.

**Why the decision had to be made (and any alternative options):** The officer report sets out why it is sensible to undertake the review. The alternative would have been a partial review or no review.

<b>The Executive Councillor agreed to:</b>
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Approve the commencement of a complete review of the Conditions of Tenancy
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**Reasons for the decision:**

These are set out in the report.

**Scrutiny consideration:**

The scrutiny committee considered and unanimously approved the recommendations for the Executive Councillor.

**Report:** Agenda Item 5 of Housing Management Board, 2 July 2007

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

**Comments:**

**CAMBRIDGE CITY COUNCIL**  
**Record of Executive Decision**

**Talbot House Refurbishment**

**Decision of:** Catherine Smart, Executive Councillor for Housing

**Reference:** HMB/070702/A10

**Date of decision:** 2 July 2007 (recorded on 4 July 2007)

**Decision Type:** Key Decision

**Matter for Decision:** To agree the refurbishment of Talbot House.

**Why the decision had to be made (and any alternative options):** Talbot House is the next Council sheltered housing scheme to be in line for modernisation in accordance with the Council's approved strategy. The alternative would have been not to agree to the refurbishment.

**The Executive Councillor agreed:**

- 1) To approve the proposals for the refurbishment of Talbot House.
- 2) To approve £2,405,673 to fund the project.
- 3) To authorise the Director of Community Services to invite tenders and award a contract for the appointment of a main contractor to carry out the works for the refurbishment of Talbot House in accordance with the requirements of the Constitution.
- 4) To consider the comments of the Housing Management Board on the recommendations above but to defer making a decision pending consideration of the Housing Capital Investment Strategy, as part of the 2006/07 Revenue and Capital Outturn report by the Community Services Scrutiny Committee on 19<sup>th</sup> July 2007

**Reasons for the decision:**

Detailed in the officer report.

**Scrutiny consideration:**

The scrutiny committee considered and approved the recommendations by 12 votes to 0.

**Report:** Agenda Item 6 of Housing Management Board, 2 July 2007

**Conflicts of interest:**

No conflicts of interest were declared by the Executive Councillor.

Comments:

CAMBRIDGE CITY COUNCIL  
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**Use of additional Housing Revenue Account Resources 2007/08**

**Decision of:** Catherine Smart, Executive Councillor for Housing

**Reference:** HMB/070702/A11

**Date of decision:** 2 July 2007 (recorded on 4 July 2007)

**Decision Type:** Key Decision

**Matter for Decision:** How to allocate additional resources within the Housing Revenue Account for 2007/08.

**Why the decision had to be made (and any alternative options):** As the additional funding had been provided after the budget had been set, members requested a report recommending allocation of the resources to particular services.

**The Executive Councillor agreed:**

- 1) To approve the retention of the 2006/07 Housing Revenue Account underspend at outturn of £122,007, after allowing for the funding of carry forwards, in HRA Balances.
- 2) To approve that the additional revenue resources identified for 2007/08 of £338,000 as part of the Housing Subsidy Settlement, be utilised as direct revenue funding of capital, to assist in offsetting the anticipated additional costs for the refurbishment of Talbot House.
- 3) To approve investment of the 2007/08 capital allocation of £200,000 for 'Works Towards The Cambridge Standard' as detailed in Appendix A of the officer report.

**Reasons for the decision:**  
Detailed in the officer report.

**Scrutiny consideration:**

The scrutiny committee considered and approved the recommendations by 12 votes 0.

**Report:** Agenda Item 7 of Housing Management Board, 2 July 2007

**Conflicts of interest:**

No conflicts of interest were declared by the Executive Councillor.

Comments:

**CAMBRIDGE CITY COUNCIL**  
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**Revenue and capital outturn, carry forwards and significant  
variances 2006/07**

**Decision of:** Catherine Smart, Executive Councillor for Housing

**Reference:** HMB/070702/A12

**Date of decision:** 2 July 2007 (recorded on 4 July 2007)

**Decision Type:** Non-Key Decision

**Matter for Decision:** To agree carry forwards from 2006/07 into 2007/08.

**Why the decision had to be made (and any alternative options):** These decisions are part of the Council's Budgetary Process.

**The Executive Councillor agreed:**

To agree all of the carry forward requests, totaling £37,610 as detailed in Appendix C of the officer's report

**Reasons for the decision:**

Detailed in the officer report.

**Scrutiny consideration:**

The scrutiny committee considered and approved the recommendations by 12 votes to 0.

**Report:** Agenda Item 8 of Housing Management Board, 2 July 2007

**Conflicts of interest:**

No conflicts of interest were declared by the Executive Councillor.

Comments:

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

**Leasehold Services Review**

**Decision of:** Catherine Smart, Executive Councillor for Housing

**Reference:** HMB/070702/A13

**Date of decision:** 2 July 2007 (recorded on 4 July 2007)

**Decision Type:** Non-Key Decision

**Matter for Decision:** To pursue the improvements to the leasehold service as set out in the officer report.

**Why the decision had to be made (and any alternative options):** The decision was required to ensure that the review to the service continued.

**The Executive Councillor agreed:**

To confirm that the leasehold service review should continue to make improvements in the areas identified in appendix 2 of the officer's report.

**Reasons for the decision:**

Detailed in the officer report.

**Scrutiny consideration:**

The scrutiny committee considered and approved the recommendations by 12 votes to 0.

**Report:** Agenda Item 9 of Housing Management Board, 2 July 2007

**Conflicts of interest:**

No conflicts of interest were declared by the Executive Councillor.

Comments:

**CAMBRIDGE CITY COUNCIL**  
**Record of Executive Decision**

**Right to Buy repurchases – right of first refusal**

**Decision of:** Catherine Smart, Executive Councillor for Housing

**Reference:** HMB/070702/A14

**Date of decision:** 2 July 2007 (recorded on 4 July 2007)

**Decision Type:** Non-Key Decision

**Matter for Decision:** Whether the Council should have first right of refusal to repurchase properties acquired under Right to Buy.

**Why the decision had to be made (and any alternative options):** Provision for right to buy repurchase was enacted in January 2005. The Council was required to consider the matter thereafter. The alternative would be not to agree the recommended approach in the officer report.

**The Executive Councillor agreed:**

- 1) To approve the circumstances under which the Council will consider Repurchasing properties under the Right of First Refusal, as detailed in paragraph 3.11 of the officer report.
- 2) To approve that, where the Council does not wish to repurchase, the Council approaches an appropriate Registered Social Landlord to establish their ability or willingness to repurchase the property.

**Reasons for the decision:**

Detailed in the officer report.

**Scrutiny consideration:**

The scrutiny committee considered and approved the recommendations by 12 votes to 0.

**Report:** Agenda Item 10 of Housing Management Board, 2 July 2007

**Conflicts of interest:**

No conflicts of interest were declared by the Executive Councillor.

Comments:

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

**Energy services provision at start of tenancy**

**Decision of:** Catherine Smart, Executive Councillor for Housing

**Reference:** HMB/070702/A15

**Date of decision:** 2 July 2007 (recorded on 4 July 2007)

**Decision Type:** Non-Key Decision

**Matter for Decision:** To agree to a single energy provider for void properties for an initial period of one year.

**Why the decision had to be made (and any alternative options):** Dealing with energy supply issues within void properties is complex and impacts on void turnarounds. The proposal provides a solution.

**The Executive Councillor agreed:**

To approve the provision of energy services (via PCL Energy Services) for all void properties for an initial period of 1 year.

**Reasons for the decision:**  
Detailed in the officer report.

**Scrutiny consideration:**

The scrutiny committee considered and approved unanimously the recommendation.

**Report:** Agenda Item 11 of Housing Management Board, 2 July 2007

**Conflicts of interest:**

No conflicts of interest were declared by the Executive Councillor.

Comments:

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

**Progress and performance in resident involvement**

**Decision of:** Catherine Smart, Executive Councillor for Housing

**Reference:** HMB/070702/A16

**Date of decision:** 2 July 2007 (recorded on 4 July 2007)

**Decision Type:** Non-Key Decision

**Matter for Decision:** To agree that the current resident involvement programme was making progress and should be supported for the remainder of 2007/08.

**Why the decision had to be made (and any alternative options):** To endorse the work of the resident involvement service. The alternative would be to suggest other ways this service could be delivered.

**The Executive Councillor agreed:**

To approve and support the programme of resident involvement activities proposed in the officer report for the rest of the financial year 2007/8

**Reasons for the decision:**  
Detailed in the officer report.

**Scrutiny consideration:**

The scrutiny committee considered and unanimously approved the recommendation.

**Report:** Agenda Item 12 of Housing Management Board, 2 July 2007

**Conflicts of interest:**

No conflicts of interest were declared by the Executive Councillor.

Comments:

**CAMBRIDGE CITY COUNCIL**  
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**Write-off of tenant arrears**

**Decision of:** Catherine Smart, Executive Councillor for Housing

**Reference:** HMB/070702/A17

**Date of decision:** 2 July 2007 (recorded on 4 July 2007)

**Decision Type:** Non-Key Decision

**Matter for Decision:** To write off tenant arrears.

**Why the decision had to be made (and any alternative options):** Writing off arrears is part of the rent arrears process.

**The Executive Councillor agreed:**

To approve for write off three cases of former tenant arrears totalling £8,574.49 detailed in the Appendix of the officer report.

**Reasons for the decision:**  
Detailed in the officer report.

**Scrutiny consideration:**

The scrutiny committee considered and unanimously approved the recommendation.

**Report:** Agenda Item 13 of Housing Management Board, 2 July 2007

**Conflicts of interest:**

No conflicts of interest were declared by the Executive Councillor.

Comments:

**CAMBRIDGE CITY COUNCIL**  
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**Achieving a two star housing service**

**Decision of:** Catherine Smart, Executive Councillor for Housing

**Reference:** HMB/070702/A18

**Date of decision:** 2 July 2007 (recorded on 4 July 2007)

**Decision Type:** Non-Key Decision

**Matter for Decision:** To agree the framework for how the Council will aim to achieve a two star service.

**Why the decision had to be made (and any alternative options):** This is set out in the officer report.

**The Executive Councillor agreed:**

- 1) To endorse the framework for improving housing services to achieve 2 stars in an Audit Commission Housing Inspection.
- 2) To ensure that evaluation of service quality, for housing management related services, involves HMB, tenants, and potential tenants, as a key stakeholders.

**Reasons for the decision:**  
Detailed in the officer report.

**Scrutiny consideration:**

The scrutiny committee considered and approved the recommendations by 12 votes to 0.

**Report:** Agenda Item 14 of Housing Management Board, 2 July 2007

**Conflicts of interest:**

No conflicts of interest were declared by the Executive Councillor.

Comments: