

CAMBRIDGE CITY COUNCIL

Record of Decisions

Refresh of the Council's Housing Strategy

Decision of: Councillor Smart, Executive Councillor for Housing

Reference: 08/CS/15

Date of decision: 10 April 2008 **Recorded on:** 18 April 2008

Decision Type: Key Decision

Matter for Decision: To agree the 'refresh' of the Housing Strategy, incorporating some of the key findings from the draft Strategic Housing Market Assessment (SHMA).

The draft SHMA was published in January 2008. Work on the sub-regional strategy and the local Cambridge element of that strategy will be carried out during 2008, and is planned to be published early in 2009.

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

Cambridge City Council's Housing Strategy was intended to run from 2004-2007. This covered a range of housing-related priorities, but the key ones, in priority order, were:

- Dealing with homelessness;
- Increasing the supply of affordable housing; and
- Responding to the poor condition of the housing stock in Cambridge.

A full review of the strategy was planned for 2007; however, the Cambridge Sub-Regional Housing Board (chaired by Cambridge City Council) then agreed to develop a new Cambridge Sub-Regional Housing Strategy, with each local authority agreeing its own local priorities within that context. At the same time, work was being carried out on a sub-regional Strategic Housing Market Assessment (SHMA), which would give a broad range of information on the local housing market and help to inform the direction of this sub-regional strategy.

Therefore it was decided to postpone a review of the City's local Housing Strategy until the first stage of the SHMA had been completed and the sub-regional strategy had been agreed. Delays in the SHMA process have led to the sub-regional timetable slipping, so in the meantime this 'refresh' of the City Council's Housing Strategy has been carried out.

Taking into account a range of developments that have taken place both nationally and locally, the 'refresh' is to extend the Housing Strategy to cover 2008 and the early part of 2009, and to ensure that the Council's approach remains transparent and that clear strategic focus can be sustained.

Rather than altering the Council's strategic direction, this 'refresh' is an attempt to show:

- What progress has been made against the actions in the 2004-2007 strategy, together with the impact of some of the key national and local changes and developments;
- Some of the key findings from the draft SHMA; and
- Actions and priorities for the year 2008/09 – most of which have been agreed through the Council's Service Planning process.

It is not proposed to alter the three headline priorities within the Housing Strategy at this stage, but these priorities will need to be addressed within the context of the broader priorities in the new City-Wide Sustainable Community Strategy 2008-2011. These are 'tackling climate change', 'building sustainable communities', and 'ensuring strong and inclusive communities'. The actions agreed for 2008/09 through the service planning process already reflect the Council's Medium Term Objectives.

The Sustainable Community Strategy will be used to inform the development of the new sub-regional housing strategy.

There has been no formal consultation on this refresh document itself, but it has incorporated issues arising from local consultation on a range of housing issues since 2004.

The Executive Councillor's decision(s):

Agreed:

1) To approve the refresh of the Housing Strategy, which extends the 2004-2007 strategy into 2008 and the early part of 2009 until the sub-regional strategy has been approved, incorporating some of the key findings from the draft Strategic Housing Market Assessment.

2) that the three key priorities of 'dealing with homelessness', 'increasing affordable housing' and 'responding to the poor condition of the housing stock in Cambridge' remain the key priorities for now. The forthcoming sub-regional housing strategy, which will succeed the Council's existing Housing Strategy, will be informed by the City's Sustainable Community Strategy 2008-2011.

Reasons for the decision:

These are described in the report.

Scrutiny consideration:

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

Report:

Agenda Item 5 of the Community Services Scrutiny Committee on 10 April 2008

Conflicts of interest:

No conflicts of interest were declared by the Executive Councillor.

Comments:

The officers tabled some amendments:

Changes to the recommendations (in strikethrough and bold) and to the text of the Strategy

1) Recommendation 2.1.1:

'To approve the refresh of the Housing Strategy. **which extends the**

2004-2007 strategy into 2008 and the early part of 2009 until the sub-regional strategy has been approved, incorporating some of the key findings from the draft Strategic Housing Market Assessment.'

2) Paragraph: 3.1.1 Cambridge City Council's previous Housing Strategy ~~ran~~ **was intended to run** from 2004-2007. This covered a range of housing-related priorities, but the key ones, in priority order, were:

- Dealing with homelessness;
- Increasing the supply of affordable housing; and
- Responding to the poor condition of the housing stock in Cambridge.

Within the strategy refresh document itself - Appendix 1:

3) Introduction, paragraph 1:

Cambridge City Council's ~~previous~~ **was intended to run** from 2004-2007. A full review of the strategy was planned for 2007; however, the Cambridge Sub-Regional Housing Board (chaired by Cambridge City Council) then decided to develop a new Cambridge Sub-Regional Housing Strategy, with each local authority agreeing its own local priorities within that context.

4) Introduction, paragraph 2:

Therefore the Council decided to postpone a review of its local Housing Strategy until the first stage of the SHMA had been completed and the sub-regional strategy had been agreed. However, delays in the SHMA process have led to the sub-regional timetable slipping, so in the meantime this 'refresh' of the City Council's Housing Strategy has been carried out, **to extend the 2004-2007 strategy to cover 2008 and the early part of 2009**, taking account of a range of developments which have taken place both nationally and locally, to ensure that the Council can remain focused on achieving its strategic housing priorities.

5) Executive Summary: Introduction:

This is a 'refresh' of the Housing Strategy 2004-2007, **to cover 2008 and the early part of 2009**, prior to the production of a Sub-regional Housing Strategy during 2008/09, and should be read in conjunction with the 2004-2007 Strategy **document**.

CAMBRIDGE CITY COUNCIL

Record of Decisions

2007/08 Estimated Revenue and Capital Outturn, Carry Forwards and Significant Variances

Decision of:	Councillor Smart, Executive Councillor for Housing		
Reference:	08/CS/16		
Date of decision:	10 April 2008	Recorded on:	18 April 2008
Decision Type:	Non Key Decision		
Matter for Decision:	To agree requests to carry forward funding arising from certain budget underspends into 2008/09 are identified, where they are anticipated at this stage. To consider a summary of the 2007/08 estimated outturn position (actual income and expenditure) for services within the Housing portfolio, compared to the current budget for the year. The position for revenue and capital is reported and anticipated variances from budgets are highlighted, together with explanations.		
Why the decision had to be made (and any alternative options):	In relation to anticipated requests to carry forward revenue budgets into 2008/09 the decisions made may have a number of implications. A decision not to approve a carry forward request will impact on officers' ability to deliver the service or scheme in question and this could have staffing, equal opportunities, environmental and/or community safety implications.		
The Executive Councillor's decision(s):	Agreed:	The provisional carry forward requests, as detailed, to be recommended to Council for approval, subject to the final outturn position.	
Reasons for the decision:	These are described in the report		
Scrutiny consideration:	The Scrutiny Committee approved the recommendation set out on the agenda by 6 votes to 0.		
Report:	Agenda Item 6 of the Community Services Scrutiny Committee on 10 April 2008.		
Conflicts of interest:	No conflicts of interest were declared by the Executive Councillor.		
Comments:			

CAMBRIDGE CITY COUNCIL

Record of Decisions

Proposed Mooring Area for Commercial Punts - Jesus Green River Frontage

Decision of:	Councillor Smith, Executive Councillor for Arts and Recreation		
Reference:	08/CS/17		
Date of decision:	10 April 2008	Recorded on:	18 April 2008
Decision Type:	Non Key Decision		
Matter for Decision:	To approve a scheme that would permit the mooring of a restricted number of punts on a section of the riverbank adjacent to Jesus Green in connection with the operation of the landing stage adjacent to La Mimosa Restaurant.		
Why the decision had to be made (and any alternative options):	<p>At a meeting of the Strategy and Resources Scrutiny Committee on 21 January 2008, the Leader of the Council on behalf of the Executive Councillor for Customer Services and Resources approved a project appraisal for licensing independent punt operators at La Mimosa Punt Station.</p> <p>The decisions taken by the Executive Councillor for Arts & Recreation on 17 January and by himself acting on behalf of the Executive Councillor for Customer Services & resources on 21 January 2008 were endorsed by the Leader of the Council at a meeting of the Strategy and Resources Scrutiny Committee on 8 February 2008.</p>		
The Executive Councillor's decision(s):	Agreed:	Subject to officers obtaining any necessary planning consents and the consent of the Conservators of the River Cam, to approve	
		a) The implementation of a scheme to permit the mooring of punts on the section of the riverbank at Jesus Green shown marked by a black line on the plan at Appendix 1.	
		b) That mooring rings be installed in the concrete edge of the riverbank and that punts be moored to these rings end on.	
		c) That the only punts authorised to moor on this section of the riverbank would be those chauffeur punts authorised by the Council to operate from La Mimosa landing stage	
		d) There may be some delay in obtaining and installing pontoons at the La Mimosa landing stage and use of this section of Jesus Green for mooring in connection with the landing stage would allow the Council to authorise the use of the landing stage by independent punt operators prior to installing pontoons. This would permit a greater number of independent operators to be authorised to use the landing stage, subject to limits required by safety and navigational issues.	
		e) That operators would only be permitted to moor punts on this section of the riverbank and would not be permitted to take customers on and off punts. Embarkation and disembarkation would be required to take place from the La Mimosa landing stage.	
		f) The number of punts authorised to moor on this stretch would be	

limited to a maximum of 17 at any one time.

Reasons for the decision:

These are described in the report.

Scrutiny consideration:

The Scrutiny Committee approved the recommendation set out on the agenda by 6 votes to 0.

Report:

Agenda Item 7 of the Community Services Scrutiny Committee on 10 April 2008

Conflicts of interest:

No conflicts of interest were declared by the Executive Councillor.

Comments:

In discussion at the meeting, it was clarified that the wording of decision point f) above was to be "The number of punts authorised to moor on this stretch would be limited to a maximum of 17 at any one time" rather than the recommendation which read "The number of punts moored on this stretch would be limited to a maximum of 15 at any one time".

CAMBRIDGE CITY COUNCIL

Record of Decisions

Mooring Policy Clarification of Arrangements for Visitor Moorings

Decision of:	Councillor Smith, Executive Councillor for Arts and Recreation		
Reference:	08/CS/18		
Date of decision:	10 April 2008	Recorded on:	18 April 2008
Decision Type:	Non Key Decision		
Matter for Decision:	To agree suggested changes to the River Moorings Policy relating to elements of Visitor Mooring. These changes are clarification of the following aspects: <ul style="list-style-type: none">▪ Definition of purpose of visitor mooring▪ Duration of stay▪ Duration of no return		
Why the decision had to be made (and any alternative options):	Monitoring and feedback from River Mooring Policy stakeholders has revealed further clarification is needed in relation to 48-hour visitor moorings elements within the Council's River Mooring Policy.		
The Executive Councillor's decision(s):	Agreed: The following amendments to the policy: <ul style="list-style-type: none">a) Visitors are defined as anyone not holding a Cambridge City Council River Moorings Licenceb) Visitors are permitted a 48 hours period of stay with no return within 7 days. No person in charge of a vessel shall moor it without the consent of the Council for any period or aggregate periods longer than 48 hours in any three consecutive days at any mooring place provided by the Council on which a notice is exhibited intimating that vessels may not be moored thereat for any period in excess of 48 hours.		
Reasons for the decision:	As set out in the report		
Scrutiny consideration:	The Scrutiny Committee approved the recommendation set out on the agenda by 6 votes to 0.		
Report:	Agenda Item 8 of the Community Services Scrutiny Committee on 10 April 2008		
Conflicts of interest:	No conflicts of interest were declared by the Executive Councillor.		
Comments:			

CAMBRIDGE CITY COUNCIL

Record of Decisions

Scope for the City's Parks & Open Spaces Strategy 2008/2013

Decision of:	Councillor Smith, Executive Councillor for Arts and Recreation	
Reference:	08/CS/19	
Date of decision:	10 April 2008	Recorded on: 18 April 2008
Decision Type:	Non Key Decision	
Matter for Decision:	To approve the approach and timeframe proposed in the report for scope and consultation on the production of a 5 year plan outlining the future direction of the provision, usage, management, investment and maintenance of the City's parks and open space.	
Why the decision had to be made (and any alternative options):	In 2003, the Executive Councillor for Community Development & Leisure approved the Council's 'Parks for Cambridge People' Strategy (2003-08). The development of future strategic direction in this area is now due.	
The Executive Councillor's decision(s):	Agreed: The proposed approach and timeframe detailed below:	
	<u>Key elements</u>	<u>When</u>
	CMT (1)	March 2008
	Consideration and approval of scope *	April 2008
	Appointment of Consultants	June 2008
	Stakeholder Workshop	October 2008
	Production of first draft	December 2008
	CMT (2)	December 2008
	Consideration and approval of 1 st draft *	January 2009
	Consultation on first draft	February 2009
	CMT (3)	April 2009
	Consideration and approval of final draft *	July 2009
	* At Community Services Scrutiny Committee; a decision to be taken by the Executive Councillor for Arts & Recreation	
Reasons for the decision:	As set out in the report	
Scrutiny consideration:	The Scrutiny Committee approved the recommendation set out on the agenda by 6 votes to 0.	
Report:	Agenda Item 9 of the Community Services Scrutiny Committee on 10 April 2008	
Conflicts of interest:	No conflicts of interest were declared by the Executive Councillor.	
Comments:		

CAMBRIDGE CITY COUNCIL

Record of Decisions

Opportunities for Future Improvements at Cherry Hinton Hall Park

Decision of:	Councillor Smith, Executive Councillor for Arts and Recreation		
Reference:	08/CS/20		
Date of decision:	10 April 2008	Recorded on:	18 April 2008
Decision Type:	Non Key Decision		
Matter for Decision:	Arrangements for consultation to help determine options for improvements and enhancements at Cherry Hinton Hall Park as outlined in the report.		
Why the decision had to be made (and any alternative options):	<p>A bid of £7000 for a broad consultation project has been approved in the budget process and agreement is needed on how the consultation will be carried out.</p> <p>Cherry Hinton Hall was developed as a private residence and grounds in the 1830s; since 1937 it has been owned and managed by Cambridge City Council. The Hall itself is now leased to an independent preparatory school. The grounds are classified as a City Park and are popular with both local people and visitors to the city. In addition, the park has provided a home for more than forty years to the annual Cambridge Folk Festival, an internationally renowned event that draws a wide audience into the city. Free events such as brass band concerts and the Pink Picnic are also held there.</p> <p>The decommissioning of the former propagation centre presents an opportunity to extend and enhance the park. The propagation centre was part of a yard, which in the past has been used for the storage of equipment by City Services and Arts & Entertainment. It is anticipated that this land will be regenerated and reintroduced into the public parkland. The yard area also incorporates the Atcost building, which is used by CRC and the Pest Control & Dog Warden Services.</p>		
The Executive Councillor's decision(s):	Agreed: <ul style="list-style-type: none">a) To approve the approach outlined in the officer report.b) To instruct officers to brief the South Area Committee and consider feedback from the South Area Committee on the findings of the consultation in the autumn of 2008.c) To consider broad proposals arising from the consultation as part of the 2008/09 'Improve Your Neighborhood/Open Space and Recreation programme.		
Reasons for the decision:	As set out in the report		
Scrutiny consideration:	The Scrutiny Committee approved the recommendation set out on the agenda by 5 votes to 0.		

Report: Agenda Item 10 of the Community Services Scrutiny Committee on 10 April 2008

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

Comments:

CAMBRIDGE CITY COUNCIL

Record of Decisions

2007/08 Estimated Revenue and Capital Outturn, Carry Forwards and Significant Variances

Decision of:	Councillor Smith, Executive Councillor for Arts and Recreation		
Reference:	08/CS/21		
Date of decision:	10 April 2008	Recorded on:	18 April 2008
Decision Type:	Non Key Decision		
Matter for Decision:	Requests to carry forward funding arising from certain budget underspends within the Arts & Recreation portfolio into 2008/09 are identified, where they are anticipated at this stage.		
Why the decision had to be made (and any alternative options):	A decision not to approve a carry forward request will impact on officers' ability to deliver the service or scheme in question and this could have staffing, equal opportunities, environmental and/or community safety implications.		
The Executive Councillor's decision(s):	Agreed: a) That the provisional carry forward request, totalling £113,520 as detailed in Appendix C of the officer report, be recommended to Council for approval, subject to the final outturn position. b) To transfer £23,000 from the Arts & Recreation portfolio to the Climate Change & Growth portfolio in respect of the legal fees associated with the Quayside/Punting dispute. The funding for these costs was included as part of a £47,000 Revised Budget bid, approved at the 17 January committee meeting.		
Reasons for the decision:	As set out in the report		
Scrutiny consideration:	The Scrutiny Committee approved the recommendation set out on the agenda by 5 votes to 0.		
Report:	Agenda Item 11 of the Community Services Scrutiny Committee on 10 April 2008		
Conflicts of interest:	No conflicts of interest were declared by the Executive Councillor.		
Comments:			

CAMBRIDGE CITY COUNCIL

Record of Decisions

A Performance Management Framework for the Maintenance of Parks and Open Spaces

Decision of:	Councillor Smith, Executive Councillor for Arts and Recreation		
Reference:	08/CS/22		
Date of decision:	10 April 2008	Recorded on:	18 April 2008
Decision Type:	Non Key Decision		
Matter for Decision:	To agree the final version of the Performance Management Framework (PMF) for the Maintenance of Parks and Open Spaces.		
Why the decision had to be made (and any alternative options):	The Executive Councillor for Arts and Recreation approved an outline of the approach at Community Services Committee on 15/11/2007.		
The Executive Councillor's decision(s):	Agreed: <ol style="list-style-type: none">1) To approve the use of the proposed Performance Management Framework detailed in the officer report subject to amendments to wording in paragraphs 3.6 and 3.9 detailed in the comments section below2) To consider an annual progress report at the Community Services Scrutiny Committee meeting in July 2009.		
Reasons for the decision:	As set out in the officer's report		
Scrutiny consideration:	The Scrutiny Committee approved the recommendation set out on the agenda by 6 votes to 0.		
Report:	Agenda Item 13 of the Community Services Scrutiny Committee on 10 April 2008		
Conflicts of interest:	No conflicts of interest were declared by the Executive Councillor.		
Comments:	During discussion at the meeting, the Executive Councillor agreed the changes to wording of paragraphs 3.6 and 3.9 of the officer report proposed by the Scrutiny Committee members (changes shown in strikethrough and <u>agreed</u>):		

Paragraph 3.6: Both City Services and Community Services wish to develop a PMF that is driven by the following four requirements:

- The need to ensure that green spaces are provided and maintained to **agreed** standards, ~~which residents are satisfied with and that meet expectations.~~
- That resources allocated to green spaces can be shown to
 - Be efficient and
 - Provide value for money
- The need to have a partnership approach to delivering **agreed**

standards. ~~satisfaction and improvement that covers citywide and local perspectives.~~

- The need to have a joined up approach to an asset management, improvement and investment programme of Green Spaces.

Paragraph 3.9: **The Proposed Performance Management Framework (PMF)**

The PMF will have three functions: -

- i. **Strategic**, focusing on long-term resource and service planning, service direction, impact and achieving collective results.
- ii. **Development**, responsible for improving process to
 - Determine customer needs and setting standards
 - Ensure the service delivers results
 - Improve the quality of service
 - Help setting objectives but not priority (this will be a Strategic function)
 - Translate Strategy into performance measures and targets
 - Identify strengths and areas for improvement
- iii. **Delivery**, focusing on processes, resource planning and achieving results.

CAMBRIDGE CITY COUNCIL

Record of Decisions

Estimated Revenue and Capital Outturn, Carry Forwards and Significant Variances

Decision of:	Councillor Stuart, Executive Councillor for Community Development & Health		
Reference:	08/CS/23		
Date of decision:	10 April 2008	Recorded on:	18 April 2008
Decision Type:	Non Key Decision		
Matter for Decision:	Requests to carry forward funding arising from certain budget underspends into 2008/09 are identified, where they are anticipated at this stage.		
Why the decision had to be made (and any alternative options):	The estimated net variance from current budget, after approvals to carry forward £51,150 budget from the current year into 2008/09, would result in a reduced use of General Fund reserves of £7,000. A decision not to approve a carry forward request will impact on officers' ability to deliver the service or scheme in question and this could have staffing, equal opportunities, environmental and/or community safety implications.		
The Executive Councillor's decision(s):	Agreed: To carry forward funding arising from budget underspends into 2008/09 as identified, where they are anticipated at this stage.		
Reasons for the decision:	As set out in the officer's report		
Scrutiny consideration:	The Scrutiny Committee approved the recommendation set out on the agenda by 5 votes to 0.		
Report:	Agenda Item 14 of the Community Services Scrutiny Committee on 10 April 2008		
Conflicts of interest:	No conflicts of interest were declared by the Executive Councillor.		
Comments:			

CAMBRIDGE CITY COUNCIL

Record of Decisions

JUNCTION SLA 2008/09

Decision of:	Councillor Smith, Executive Councillor for Arts and Recreation		
Reference:	08/CS/24		
Date of decision:	10 April 2008	Recorded on:	18 April 2008
Decision Type:	Non Key Decision		
Matter for Decision:	To consider the draft service level agreement between the Council and the Junction as required by the terms of the funding agreement.		
Why the decision had to be made (and any alternative options):	In January 2007 the Executive Councillor agreed to continue the City Council's funding agreement with the Junction at a level of £97,400 per annum for three years with effect from 1 April 2007. This agreement is subject to review if there is a substantial shift in the nature of the Junction's programme or activities during that time. A service level agreement is concluded annually between the Council and the Junction to establish the Council's expectations in relation to this funding.		
The Executive Councillor's decision(s):	Agreed	<ol style="list-style-type: none">1. The 20% discretionary rate relief until 31 March 20092. The service level agreement for 08/09 as per the draft in the officer report.3. A report on the organisation's progress be brought to Committee in November, to tie in with the Junction's production of its new business plan.4. The 09/10 service level agreement be brought to Committee in January.	
Reasons for the decision:	As set out in the officer's report		
Scrutiny consideration:	The Scrutiny Committee approved the recommendation set out on the agenda by 5 votes to 0.		
Report:	Agenda Item 15 of the Community Services Scrutiny Committee on 10 April 2008		
Conflicts of interest:	No conflicts of interest were declared by the Executive Councillor.		
Comments:			