

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

Gas Maintenance Contract

Decision of: Catherine Smart, Executive Councillor for Housing

Reference: HMB/080708/A36

Date of decision: 11.11.08 (recorded on 12.11.08)

Decision Type: Key Decision

Matter for Decision: Entering of a formal agreement together with South Cambridgeshire District Council with the Eastern Shires Purchasing Organisation (ESPO) for the tendering of annual inspection, servicing, repair and certification of gas installations in Council housing stock

Why the decision had to be made (and any alternative options): The existing contract expires in March 2009.

<p>The Executive Councillor agreed:</p>
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<p>To approve the undertaking of the procurement for the new contractor for the Inspection, servicing, certification and repair of domestic gas appliances in Council owned and managed dwellings (the Gas Contract) in collaboration with South Cambridgeshire District Council</p>
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<p>To authorise the tendering and subsequent award of the Gas Contract, for a period of five years extendable at the discretion of the Council(s) for a further period of 1 plus 1 years, potentially 7 in all.</p>

Reasons for the decision:

These are set out in the officer report.

Scrutiny consideration:

The Scrutiny Committee considered and approved the recommendations for the Executive Councillor by 14 votes to 0 (unanimous)

Report: Agenda Item 4a of Housing Management Board, 11 November 2008

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

Comments: None.

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

Digital TV

Decision of: Catherine Smart, Executive Councillor for Housing

Reference: HMB/080708/A37

Date of decision: 11.11.08 (recorded on 12.11.08)

Decision Type: Key Decision

Matter for Decision: Formal agreement within a public sector procurement Framework created by the organisation known as 'Fusion 21' for the supply and installation of suitable digital television reception equipment.

Why the decision had to be made (and any alternative options): Analogue transmissions in the region cease in 2011

The Executive Councillor agreed:

To approve the entering of a public sector framework agreement with Fusion 21 for the supply and installation of digital television reception equipment in accordance with the decision to install such equipment made at the HMB meeting of 13 November 2007. Financial provision for the installation of the aerials has already been made within the capital plan.

Further delegated authority to run a 'mini competition' in accordance with part G section 7.4 of the Constitution from firms short listed within the framework and thereafter to make a contract award to the company providing the best offering. This competition will be designed to assess firms specifically for meeting the needs and requirements of working for the City of Cambridge and the extent to which firms can add perceived value for our residents as well as the Council on a price quality split basis. A project group has already been established including representatives from Technical Services, finance, legal and corporate procurement. It is hoped to include residents as part of the assessment panel

Permission to install the IRS system of aerials which has such a capability albeit at slightly higher cost than terrestrial transmission only aerial systems (The introduction by the BBC of satellite 'free to view' services now requires that the installation of new aerials have the capability to receive such signals. This was not known at the time of the original proposals)

Reasons for the decision:

These are set out in the officer report.

Scrutiny consideration:

The Scrutiny Committee considered and approved the recommendations for the Executive Councillor by 14 votes to 0 (unanimous)

Report: Agenda Item 5 of Housing Management Board, 11 November 2008

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

Comments: None.

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

Service Plan Performance Review - Housing General Fund

Decision of: Catherine Smart, Executive Councillor for Housing

Reference: HMB/080708/A38

Date of decision: 11.11.08 (recorded on 12.11.08)

Decision Type: Non Key Decision

Matter for Decision: Consideration of Service Plan Progress Reports and approval of actions proposed

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

To ensure that objectives and performance targets for 2008-09 could be met

<p>The Executive Councillor agreed:</p>
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<p>The proposed actions so that objectives and performance targets for 2008-09 could be met</p>

Reasons for the decision:

These are set out in the officer report.

Scrutiny consideration:

The Scrutiny Committee considered and approved the recommendations for the Executive Councillor by 14 votes to 0 (unanimous)

Report: Agenda Item 6 of Housing Management Board, 11 November 2008

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

Comments: None.

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

Service Plan Performance Review - Housing Revenue Account
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Decision of: Catherine Smart, Executive Councillor for Housing

Reference: HMB/080708/A39

Date of decision: 11.11.08 (recorded on 12.11.08)

Decision Type: Non Key Decision

Matter for Decision: Consideration of Service Plan Progress Reports and approval of actions proposed

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

To ensure that objectives and performance targets for 2008-09 could be met

<p>The Executive Councillor agreed:</p>
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<p>The proposed actions so that objectives and performance targets for 2008-09 could be met</p>

Reasons for the decision:

These are set out in the officer report.

Scrutiny consideration:

The Scrutiny Committee considered and approved the recommendations for the Executive Councillor by 14 votes to 0 (unanimous)

Report: Agenda Item 6 of Housing Management Board, 11 November 2008

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

Comments: None.

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

**Cost and Energy Efficiency Review –
Estate Based Communal Laundries**

Decision of: Catherine Smart, Executive Councillor for Housing

Reference: HMB/080708/A40

Date of decision: 11.11.08 (recorded on 12.11.08)

Decision Type: Non Key Decision

Matter for Decision: Approval of a cost and energy efficiency review on the estate based laundry service

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

The laundries are in need of general refurbishment and need to be brought up to disability standards to ensure equal access to all. The use of the laundries has decreased over time, resulting in the Housing Revenue Account subsidising the cost of continued service provision in this area. Some laundries are in need of new equipment and the additional cost of this needs to be incorporated into a review of the service charges levied in order to ensure that costs are fully recovered. The review of the service costs will be used in conjunction with the outcome of a review of the need / desire of residents for a continued service to ensure that any future service delivers value for money to the residents.

The Executive Councillor agreed:

To approve a cost and energy efficiency review on the estate based laundry service to include:

- Consultation with Finance to identify the income and expenditure on the schemes and options for ensuring that the schemes represent good value for money
- Consultation with Surveyors to identify the needs of the laundries in terms of meeting Disability Standards
- Consultation with the Surveyors regarding Decent Homes
- Consultation with residents to assess the need for laundry facilities
- An assessment of public laundry facilities available within the city
- A desktop comparison of how laundry services are provided by other landlords

Reasons for the decision:

These are set out in the officer report.

Scrutiny consideration:

The Scrutiny Committee considered and approved the recommendations for the Executive Councillor by 14 votes to 0 (unanimous)

Report: Agenda Item 7 of Housing Management Board, 11 November 2008

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

Comments: None.

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

**The provision of disabled adaptations in Council owned properties
– Review of Policy**

Decision of: Catherine Smart, Executive Councillor for Housing

Reference: HMB/080708/A41

Date of decision: 11.11.08 (recorded on 12.11.08)

Decision Type: Non Key Decision

Matter for Decision: Review of the policy for funding adaptations for tenants with disabilities who live in the Council owned stock

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

The last policy review of this service took place in January 1995 and now requires a further review, in order to bring it up to date with changes in legislation and to ensure that practises reflect the government's Good Practise Guide for Delivering Housing adaptations for Disabled People published in November 2004

The Executive Councillor agreed:

To accept the revised policy for the provision of disabled adaptations for residents of the Council owned stock as set out in appendix A of the officer's report

Reasons for the decision:

These are set out in the officer report.

Scrutiny consideration:

The Scrutiny Committee considered and approved the recommendations for the Executive Councillor by 14 votes to 0 (unanimous)

Report: Agenda Item 8 of Housing Management Board, 11 November 2008

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

Comments: None.

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

Inspections of Housing Footpaths

Decision of: Catherine Smart, Executive Councillor for Housing

Reference: HMB/080708/A42

Date of decision: 11.11.08 (recorded on 12.11.08)

Decision Type: Non Key Decision

Matter for Decision: Agreement of the policy and procedure for inspecting Housing footpaths for trip hazards.

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

Regular inspections of footpaths should be a fundamental part of estate management so as to maintain the paving surfaces in good order and to keep to a minimum the risk of trip hazards and claims against the Council.

<p>The Executive Councillor agreed:</p> <p>To approve the policy for inspecting trip hazards on Housing owned footpaths and the procedure for responding to trip hazards</p>

Reasons for the decision:

These are set out in the officer report.

Scrutiny consideration:

The Scrutiny Committee considered and approved the recommendations for the Executive Councillor by 14 votes to 0 (unanimous)

Report: Agenda Item 9 of Housing Management Board, 11 November 2008

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

Comments: None.

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

Leasehold Income Management Policy

Decision of: Catherine Smart, Executive Councillor for Housing

Reference: HMB/080708/A43

Date of decision: 11.11.08 (recorded on 12.11.08)

Decision Type: Non Key Decision

Matter for Decision: Agreement of the Income Management Policy for Leasehold Services

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

In the current economic client, it is important that the Council has a fair but robust approach to the recovery of leaseholder arrears

<p>The Executive Councillor agreed:</p>
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<p>To agree the Income Management Policy for Leasehold Services as identified in Appendix 1 of the officer's report</p>

Reasons for the decision:

These are set out in the officer report.

Scrutiny consideration:

The Scrutiny Committee considered and approved the recommendations for the Executive Councillor by 14 votes to 0 (unanimous)

Report: Agenda Item 10 of Housing Management Board, 11 November 2008

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

Comments: None.