



Cambridge City Council

Housing Management Board

<p>Scrutiny Committee Members: Councillors Armstrong, Blackhurst, Blencowe, Howell, Levy, McGovern, Shah, Todd-Jones (Labour Spokesperson for Housing), Ward and (Alt: TBC)</p> <p>Tenant Reps: Tony Barnes, Diane Best (Chair), Beverley Dennis, Brian Haywood, John Marais and Terry Sweeney</p> <p>Executive Councillor for Housing: Cllr Smart</p>	<h1>Agenda A</h1>
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Agenda despatched and placed on public deposit: 4 June 2009

Date: Tuesday 16 June 2009

Time: 5.30pm

Place: Committee Rooms, The Guildhall, Cambridge

Contact: Glenn Burgess **Direct Dial:** 01223 457169

1 [Minutes](#)

To approve the minutes of the meeting held on 10 March 2009 as a correct record. Pages 1 - 9

2 **Apologies**

To receive any apologies for absence.

3 **Declarations of interest**

Members are asked to declare at this stage any interests that they may have in an item shown on this agenda. If any member of the Committee is unsure whether or not they should declare an interest on a particular matter, they should seek advice from the Head of Legal and Democratic Services **before** the meeting.

4 **Public Questions** (See information below)

5 To nominate Three Tenants/Leaseholders' Representatives to Community Services Scrutiny Committee for Municipal Year 2009/10

The elected tenants and leaseholders on the Housing Management Board will be invited to nominate three tenants or leaseholders to Community Services Scrutiny Committee to contribute to its discussions in respect of the Committee's housing scrutiny responsibilities.

Non-Key Decisions

- 6 [Service Level Agreement for Cambridge Federation](#)**
(Contact Officer: Liz Bisset 01223457801) Pages 11 - 13
- [Appendix 1+2: Cambridge Federations summary report outlining the 2008/09 SLA costs and achievements](#) Pages 15 - 22
- [Appendix 3: 2009/10 SLA with itemised costs](#) Pages 23 - 31
- 7 [Tenants Contents Insurance Procurement Approval](#)**
(Contact Officer: Julia Hovells 01223 457822) Pages 33 - 37
- 8 [Customer Service Centre – Tranche 6](#)**
(Contact Officer: Robert Hollingsworth 01223 458401) Pages 39 - 42
- 9 [Cost Efficiency Review – Estate Based Laundries](#)**
(Contact officer: Francis Swann 01223 458317) Pages 43 - 49

Key Decisions

10 Exclusion of the press and public

Item 11 is deemed confidential. The Scrutiny Committee is recommended to exclude members of the public from the meeting on the grounds that, if they were present, there would be disclosure to them of information defined as exempt from publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

11 Housing Management IT System Review
(Contact Officer: Julia Hovells 01223 457822)

Pages 51 - 63

Appendix A: Project Appraisal

Pages 65 - 73

Information for the public

Next scheduled meeting

29 September 2009

Public attendance

You are welcome to attend this meeting as an observer, although it may be necessary to ask you to leave the room during the discussion of matters which are described as confidential.

Public Speaking

You can ask questions on an issue included on either agenda above, or on an issue which is within this committee's powers. Questions can only be asked during the slot on the agenda for this at the beginning of the meeting, not later on when an issue is under discussion by the committee.

If you wish to ask a question related to an agenda item contact the committee officer (listed above under 'contact') **before the meeting starts**. If you wish to ask a question on a matter not included on this agenda, please contact the committee officer by 10.00am the working day before the meeting. Further details concerning the right to speak at committee can be obtained from the committee section.

Filming, Photography and Recording

Filming, photography and recording is not permitted at council meetings. Any request to do so must be put to the committee manager at least 24 hours before the start time of the relevant meeting.

Emergency Evacuation

In the event of a fire or other emergency you will hear a continuous ringing alarm. You should leave the building by the nearest exit and proceed to the assembly point in St Mary's Passage on the left hand side of Great St Mary's churchyard.

Do not attempt to use the lifts.

Do not attempt to re enter the building until given the all clear by a member of the City Council Staff. City Council staff will provide assistance with leaving the building.