

Executive Councillor Records of Decision and Strategy and Resources Scrutiny Committee Minutes

17:00 – 22:30

PRESENT:

Executive Councillors:

The Leader: Councillor Ian Nimmo-Smith

Executive Councillor for Customer Services and Resources: Rod Cantrill

Scrutiny Committee:

Councillors Bick, Blackhurst, Boyce, Dryden, Howell, Herbert, Shah,
Taylor (Chair) and Ward

10/SR/01 Minutes

The minutes of the meeting held on 12 October 2009 were approved and signed by the Chair as a true and correct record of the meeting.

In response to a question from the Chair the Strategic Procurement Advisor confirmed that there was no evidence of foie gras being purchased or supplied on City Council premises or by City Council Officers.

10/SR/02 Apologies for Absence

None

10/SR/03 Declarations of Interest

Cllr Dryden declared a personal interest in the CCTV Service Plan

10/SR/04 Public Questions

In relation to item 10/SR/05 (Additional Item - Renewal of the Section 30 Dispersal Order – Anti Social Behaviour Act 2003) two speakers addressed the committee.

Mr Richard Taylor expressed concerns about the transparency of the process to renew the Order, and the accuracy of a number of responses given at other meetings/forums regarding the renewal of the Order. The questioner also sought clarification on the potential use of the powers beyond alcohol and drug related issues. Mr Taylor also asked whether similar safeguards could be introduced in relation to the security provision at Addenbrookes Hospital.

The Leader initially responded to the question and explained that such Orders were based on evidence and limited to a maximum of six months in duration. The Leader highlighted that the Committee had previously agreed a process for approving the renewed orders and whilst emphasising that the process had been followed, acknowledged that the timing was problematic. In response to the point raised in relation to Addenbrookes, the Leader explained that the Community Safety Partnership had been a consultee on the pilot process.

Superintendent Brown responded to the question on behalf of the Police and explained that the process had enabled the Police to deliver sustained changes to the quality of life for local communities. The committee was advised that a number of alternative provisions provided similar powers to the Police, and that the S30 provisions were rarely used.

Mr Taylor responded to the responses provided, and expressed concerns about the potential use of the powers by Police Community Support Officers and the alleged haste in making the decision particularly in light of questions raised during December at Area Committee meetings.

The Director of Community Services emphasised that the powers were originally necessary and proportionate, but that in the most recent review they were deemed no longer necessary for the whole of the original area. It was agreed that in future the timing of any expiry would be re-phased to avoid clashing with the holiday period. The Director emphasised that the evidence supported the reduction of the area covered by the Order.

Mr Jon Green addressed the committee as a member of the Mill Road Community Improvement Group raising concerns about the revision of the Order. Mr Green highlighted the complex nature of many of the problems previously experienced in the area, such as public urination. The committee was advised of the process and issues between 1999 and the introduction of the Order in 2004. Concerns that had been raised by the previous speaker in relation to the consultation process and responses

given to questions during December 2009 were highlighted. Mr Green requested that the issues be referred to the next East Area Committee.

Superintendent Brown responded to the question and gave reassurances that if problems returned the Order would be revisited, and emphasised that the previous Order had not been revoked. The apology about the lack of consultation contained in the letter from the Sector Commander was pointed out to the committee.

Mr Green expressed concern about the level of public consultation, and expressed further concerns in relation to the status of the cumulative impact zone following the review of the area covered by the Order. The committee was advised that there were further concerns in light of the proposed additional development in the area.

10/SR/05 Additional Item - Renewal of the Section 30 Dispersal Order – Anti Social Behaviour Act 2003

In accordance with section 100B(4)(b) of the Local Government Act 1972 the Chair ruled that a late item on the Renewal of the Section 30 Dispersal Order – Anti Social Behaviour Act 2003 be considered, despite not being made publicly available five clear days prior to the meeting.

Cllr Herbert expressed concern that the report didn't contain any recommendations, and suggested that the Scrutiny Committee and/or Area Committee should consider an annual report prior to renewal of the Order. Previous concerns with regards to the lack of consultation; potential effect on the cumulative impact zone and the transparency of the decision making process were re-iterated. The Councillor acknowledged the statistical improvement in the crime and anti social behaviour instances, but highlighted ongoing concerns in relation to the problems experienced in the area.

Cllr Bick agreed with previous criticism of the process. Potential displacement effects to neighbouring areas were highlighted. In light of the evidence presented the improvement was acknowledged as being a positive development for the area.

Cllr Bradnack addressed the committee in his capacity as Ward Councillor. The committee was advised of concerns about the potential length of time required to re-instate the Order if the problems re-appeared or got worse. Significant concern was raised in relation to the area in the vicinity of Mill Road and Norfolk Street and the alleged prevalence of drug related issues.

Cllr Howell re-iterated the previous concerns raised by the public speakers, ward councillor and other members of the committee. Specific concerns were in relation to the consequential effect of the cumulative impact in relation to licensing and the need to continue to take the issues seriously.

Cllr Shah suggested that in future the item should be referred to the East Area Committee and/or Strategy & Resources Committee as time allows prior to each review. The Councillor acknowledged that other powers were available and may be more appropriate.

Cllr Ward acknowledged the contributions of other officers, but questioned the consistency of the requests for a sudden reintroduction in light of the criticisms about the speed of the process. Cllr Ward expressed concern about the legitimacy of the Community Safety Partnership to respond to consultation documents.

Superintendent Brown responded to the points raised by the Councillors. The members were assured that the decision wasn't the end of the process or a final solution, but that any solution must be proportionate and necessary. Superintendent Brown emphasised that the Order had expired and not been rescinded.

Superintendent Brown responded to a question requesting information on the potential threshold for re-introducing the Order, by explaining that revised boundaries would be considered where habitual offending couldn't be managed through other powers. The committee was advised of a reduction in the number of reported offences and that during 2009 the S30 had not been used on Mill Road.

Cllr Taylor welcomed the undertaking on the part of the Police to review the plan regularly, but sought clarification on whether it was possible to quantify the threshold in terms of specific figures.

Superintendent Brown assured the committee that if crime rose to the same level that it had followed previously he would be horrified, but that it was a subjective issue and impossible to quantify a figure. The Safer Communities Manager expanded on the response and reassured members that the S30 had sufficient flexibility to allow for rapid revisions to the areas covered. Members were also assured that the changes would not any detrimental effect on the cumulative impact zone.

Cllr Herbert recommended in light of the concerns raised that the item be referred to the East Area Committee for further consideration. The Chair advised that the Chair of the East Area Committee was able to action this request without a formal recommendation from the committee.

Cllr Dryden questioned whether the introduction of a DPPO (Designated Public Places Order) would have a beneficial effect or not on the issues highlighted by the other contributors. Superintendent Brown explained that the powers associated with DPPOs were more extensive, and subject to more substantial concerns about potential abuse.

The Leader concluded the debate and acknowledged the concerns and that significant lessons had been learnt about the process. He agreed to review the process with officers, and welcomed the suggestion of using the "Safer Neighbourhoods" items at the Area Committees to scrutinise the changes. The possibility of having an annual report was welcomed, however the Leader highlighted the potential difficulties in achieving this due to the ever-changing nature of the issue. The importance of ensuring that the public report issues and concerns was emphasised to the committee and members of the public present.

10/SR/06 Strategy and Resources – Customer Services and Resources Portfolio; Service Plans for 2010/11; Revenue and Capital Budgets 2009/10 (Revised) and 2010/11 (Budgets) and 2011/12 (Forecast)
(Key Decision - Agenda Item 5)

Matter for Decision: To consider the Services Plans for 2010/11; Revenue and Capital Budgets 2009/10 (Revised) and 2010/11 Budgets and 2011/12 Forecast for the Customer Services and Resources Portfolio.

Decision of Executive Councillor:

Performance Targets:

- a) Agreed the service objectives and proposals for 2010/11 and future years for services contained within the Customer Services & Resources Portfolio, as set out in each service plan, and the performance indicators and targets as set out in Appendix 1 of each plan.

Review of Charges:

- b) Approved the proposed charges for Customer Services & Resources Portfolio services and facilities, as shown in Appendix B to the committee report.

Revenue Budgets:

- c) Approved, with any amendments, the current year funding requests and savings, (shown in Appendix A) and the resulting revised revenue budgets for 2009/10 (shown in Appendix F) for submission to the Executive.
- d) Agreed proposals for revenue savings and bids, as set out in Appendix C, which have been incorporated into the budgets presented for this portfolio.
- e) Approved the budget for 2010/11 as shown in Appendix F, for submission to the Executive.
- f) Approved the procurement of Corporate Fixed Line telecommunications and subsequent award of a contract for a two year term with one year optional extension. The indicative potential financial implications are outlined within the project appraisal for Corporate Fixed Line Telecommunications, as shown in Appendix K.

Capital:

- g) Seek approval from the Executive to carry forward resources from 2009/10, as detailed in Appendix G, to fund re-phased capital spending.
- h) Approved capital bids, as identified in Appendix H, for submission to the Executive for inclusion in the Capital Plan or addition to the Hold List, as indicated.
- i) Confirmed that there are no items covered by this portfolio to add to the Council's Hold List, for submission to the Executive, as shown in Appendix I.
- j) Approved the revised Capital Plan for 2009/10, as detailed in Appendix J, to be updated for any amendments detailed in (f) and (g) above.

Reason for the Decision: As set out in the officer's report.

Any alternative options considered and rejected: N/A

Scrutiny Considerations:

City Centre Management

The Head of City Centre Management and Tourism presented the Service Plan to the committee.

Mr Taylor addressed the committee as a public speaker, and expressed concern about the ongoing accountability of the Love Cambridge Partnership. The public speaker asked whether the partnership had considered taxi issues specifically over ranking and advertising, and whether the partnership had consider or formed a collective view on the gritting issues prior to Christmas. The Executive Councillor for Customer Services and Resources explained that it was very easy to draw negatives from the partnership, but that significant successes had been achieved. In relation to the gritting question, the Executive Councillor explained the measures that were implemented by the City Council to support the County Council to manage the ice and snow issues prior to Christmas.

The following comments were made on the City Centre Management Service Plan.

1. Ongoing concerns about the accountability of the Love Cambridge partnership and the need to ensure that residents are fully engaged in the development and management of the partnership. The Head of City Centre Management and Tourism advised that a report would be presented in the summer/autumn committee cycle of 2010, updating the committee on the work of the partnership. Members were advised of a forthcoming open meeting, and the Head of City Centre Management and Tourism agreed to circulate the details to all members.
 2. Clarification on the nature of the proposed market improvements. The Head of City Centre Management and Tourism explained that the Service Plan contained provision for a market improvement plan, and the details of proposed improvements would be considered in conjunction with relevant stakeholders. The Executive Councillor for Customer Services and Resources expressed caution that any changes would be limited due to pressures on resources. The Executive Councillor welcomed the increased levels of occupancy, and low levels of void property. The Head of City Centre
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Management and Tourism advised that Cambridge was one of very few cities to operate a daily market.

3. In response to a question it was confirmed that Cllr Orgee represented the County Council on the Partnership.
4. Following further concerns raised by members about the accountability of the partnership, the Executive Councillor agreed to make a further request to Love Cambridge to adopt the Council openness processes.

Tourism

The Head of City Centre Management and Tourism introduced the service Plan, and welcomed questions.

1. What assurances are available that the service (Tourism) can achieve the revenue targets? The Head of City Centre Management and Tourism explained that the revenue targets which had been set for the service were realistic and not over ambitious, which had been identified as an issue for the service in the past. The current review of the service was outlined, highlighting that it was aimed at ensuring that the service had the right skills in the right roles to secure these future revenue targets. The Director of Environment and Planning advised that the problems pre-dated the employment of the current Head of Service.
 2. The ~~Chair~~committee_ congratulated officers on the new Tourism Information Centre and the series of Leaflets. The Head of City Centre Management and Tourism advised the committee that the leaflets had been produced by Love Cambridge.
 3. Clarification on how the service could become revenue neutral. The Head of City Centre Management and Tourism explained that the current tourism review is aimed at restructuring the team so that there are the right skills and capacity within the service to focus on business development opportunities and therefore secure increases in revenue. It was highlighted that an important step towards reducing the cost of the service to the Council will be the development of a genuine partnership culture with tourism stakeholders across the city. The committee was advised that the launch of the new visit Cambridge Membership scheme in the spring of this year is the first step in laying the foundations for this and is based upon best practise in similar historic cities across the UK. It
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was noted that the ~~longer term~~longer-term aspiration for the service would be to develop a public/private sector ~~model~~model, which might ultimately be arms length from the council under the umbrella of Love Cambridge. it was further explained that a cost neutral position is the aspiration at this stage and progress towards this position will need to be carefully reviewed over the next 1-2 years. The Executive Councillor for Customer Services and Resources expanded on the comments from the Head of Service, to explain that the new model of service provision sought to challenge the traditional perceptions about the delivery of tourism services by the public sector.

Procurement

The Strategic Procurement Advisor introduced the service plan, and the committee made the following points.

1. With specific reference to the mercury abatement project, how does the service ensure that it has sufficient technical expertise to deliver projects? The Strategic Procurement Advisor explained that the service didn't provide technical support and that in this example this was being provided by Technical Services. In response to a supplementary question about how the Council achieves best value where there is a limited range of supplier, the Strategic Procurement Advisor explained that where possible framework agreements were used.
 2. The Strategic Procurement Advisor in response ~~to a question~~to questions explained that the service sought to be pro-active where possible, but that the small size of the service (2 officers) placed limitations on this ability. The committee was also advised that the service was in the process of developing a web presence with all key documents available online . Members were also informed that all planned contracts over £75k and some over £30k were published on the website.
 3. Clarification was sought on the systems in places to support small and local business to access contracts. The Strategic Procurement Advisor explained that a number of processes and local engagement activities existed to encourage these types of business to access contracts.
 4. The Chair sought clarification from the Executive Councillor regarding the responsibility for the sustainable procurement aspects
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that had previously been included in the service plan. The Executive Councillor explained that at present the previous objectives were not included in any services plans, but undertook to investigate and resolve.

Customer Services

The Head of Customer Services introduced the service plan, and the committee made the following points.

1. Concern was raised about levels of carry over budgets and potential problems resulting from the transfer of services to the Customer Services Centre such as planning applications. The Head of Customer Services explained that the budget related to the set up of the Customer Service Centre and was being carefully managed, and any “excess” would off-set against the business case. In relation to Planning the Head of Customer Services outlined the engagement work to date and the safeguards in place to manage the transition.
 2. The Head of Customer Services in response to questions about monitoring quality and whether the centre had capacity to take on additional business advised the Committee about the level of compliments vis a vis complaints, as well as current satisfaction levels. It was explained that no decisions on declaring “surplus” capacity would be made until all tranches had been transferred to the centre.
 3. Clarification was sought on the meaning of reference to integration between revenue & benefits and environment CRM systems. Concern was also expressed about potentially allowing unrestricted printing to members of the public. The Head of Customer Services explained that as new services were transferred, integration between different CRM systems would be developed to enhance the level of service that can be provided. The committee were assured that safeguards were in place to prevent abuse of printing, but that discussions were ongoing regarding the best way to provide access to planning related documents.
 4. The committee welcomed the introduction of a 4 hour email response time for the Customer Service Centre, consistent with phone communications rather than letters.
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5. The Head of Customer Services explained that at present the performance indicators on reception waiting times, however that it was hoped to introduce a mechanism to measure this.

The Executive Councillor for Customer Services and Resources welcomed the comments from the committee, but advised caution because the centre wasn't fully operational yet.

ICT Client

The Head of ICT Client introduced the service plan, and the committee made the following points.

1. Is there any possibility to procure ICT services from a number of local providers instead of a single major supplier, when the ICT Managed Service contract was renewed? The Head of ICT Client explained that utilising a number of service providers would increase the management costs and resources for the authority.
2. Clarification was sought on what environmental performance improvements would be delivered to ICT services. The Head of ICT Client outlined the range of systems and processes in place to improve environmental performance.
3. The Head of ICT Client explained that where possible redundant ICT equipment would be offered to appropriate local charities.

Property and Building Services

The Head of Property and Building Services introduced the service plan, and the committee made the following points.

1. Clarification was sought on the aspirations of the authority to proactively improve the disability access and related performance indicator figures, and whether it would be possible for Councillors and Officers to undertake an audit of the facilities using wheelchairs. The Head of Property and Building Services explained that where possible improvements have been introduced, but that the performance indicator figure related to a whole building and incremental improvements within a building did not necessarily improve the performance indicator.
 2. The Chair requested further information about performance regarding rent review and lease review performance. The Head of
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Property and Building Services explained that current challenges in relation to rent and lease reviews and acknowledged the concerns highlighted.

The Executive Councillor for Customer Services and Resources welcomed the comments, and explained that he was currently exploring with officers the possibility of differentiating different types of tenants.

Accountancy and Support Services

The committee made no comments on the service plan.

Democratic Services

The interim Director of Customer and Democratic Services and Head of Strategy and Partnerships introduced the service plan, and welcomed comments from the committee.

1. Clarification was sought on the staffing arrangements for the forthcoming elections. The Head of Strategy and Partnerships explained the staffing arrangements, and the shift towards a project management approach for the management of the elections.
 2. Following a discussion it was agreed that the Head of Strategy and Partnership would confirm to members of the committee the timing of the annual canvass, specifically the date of the first letter sent to all householders.
 3. Public confirmation on arrangements for the count for the forthcoming elections was requested. It was confirmed that in the event of a double election, the general election would be counted on Thursday night. The local election count would take place at 1pm Friday to give staff and members a break.. The committee welcomed the confirmation. It was also confirmed that the count process was being reviewed to see if the results could be announced any earlier than usual. The outcome of this review would be included within a more detailed report on plans for the elections which would be presented to Civic Affairs Committee on 10th February.
 4. The Head of Strategy and Partnership agreed to provide clarification about National Indicator 107 (% of eligible adults on the electoral register) outside of the meeting
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5. In response to a question about procurement arrangements for the printing of electoral documents, the Head of Strategy and Partnerships advised that a contract was in place for 2010 and that the service plan included procurement for a three year contact from 2011
6. An explanation of the meaning of voluntary registration was requested. The Head of Strategy and Partnership explained that this was a new system of electoral registration that would become compulsory in 2014. He advised that it may be appropriate for Cambridge to adopt this approach early so that we were fully prepared for 2014.

Human Resources

The Head of Human Resources introduced the service plan, and the committee made the following points.

1. In response to concerns about the ability of the service to continue to deliver, in light of reduce resources the Head of Human resources explained the changes that had been introduced to manage this realignment of resources.
 2. Concerns were raised about the implications of the perceived increase in the number of grievance processes ending in member hearings. The Head of Human Resources acknowledged the challenges, but explained that the current systems were being reviewed.
 3. Clarification was sought on the sickness figures and whether they could be compared with the private sector. The Head of Human Resources explained the reasons for the current sickness levels, with particularly reference to the manual nature of parts of the workforce. It was explained that it was very difficult to compare the sickness levels between different public sector organisations and the private sector. The committee were assured that sickness levels were being proactively managed, and that there was no evident correlation between re-organisation and sickness levels.
 4. Several members expressed concern about the amount of spending on advertising and the accessibility of information online about job vacancies. The Head of Human Resources explained that the Council had streamlined print advertising, but that specialist advertising for certain posts and roles was still required.
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5. Clarification on the was sought on the frequency of the staff survey. The Head of Human Resources explained that the survey was currently undertaken on a tri-annual due to the resource implications. It was noted that alternative solutions were being developed, which would reduce the cost implications for the authority.

The Executive Councillor for Customer Services and Resources welcomed the suggestion of an additional objective to specifically target sickness levels.

Internal Audit

The committee made no comments on the service plan.

Legal Services

The interim Director of Customer and Democratic Services introduced the service plan. The committee welcomed the service plan, and noted that the expectation continued to be that back-office support services would continue to be reviewed to seek efficiencies.

Revenue and Benefits

The Director of Finance introduced the report and welcomed comments. Cllr Ward raised specific concerns about the management of problems involving constituents. The Director of Finance agreed to review outside of the meeting

The Scrutiny Committee considered and approved the recommendations as amended by 6 votes to 0. In the absence of the Executive Councillor the Leader accepted the recommendations.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted): None

**10/SR/07 Leader of the Council – Service Plans for 2010/11;
Revenue and Capital Budgets 2009/10 (Revised) and
2010/11 (Budgets) and 2011/12 (Forecast)
(Key Decision - Agenda Item 6)**

Matter for Decision: To consider the Services Plans for 2010/11; Revenue and Capital Budgets 2009/10 (Revised) and 2010/11 Budgets and 2011/12 Forecast for the Leader of the Council portfolio.

Decision of Executive Councillor:

Performance Targets:

- a) Agreed the service objectives and proposals for 2010/11 and future years for services contained within the Leaders portfolio, as set out in each service plan, and the performance indicators and targets as set out in Appendix 1 of each plan.

Revenue Budgets:

- b) Approved, with any amendments, the current year funding requests and savings, (shown in Appendix A of the committee report) and the resulting revised revenue budgets for 2009/10 (shown in Appendix F of the committee report) for submission to the Executive.
- c) Agreed proposals for revenue savings and bids, as set out in Appendix C of the committee report.
- d) Approved the budget for 2009/10 as shown in Appendix F of the committee report, for submission to the Executive.

Capital:

- e) Requested approval from the Executive to carry forward resources from 2009/10, as detailed in Appendix G of the committee report, to fund re-phased capital spending.
- f) Confirmed that there are no items covered by this portfolio to add to the Council's Hold List, for submission to the Executive, as shown in Appendix I of the committee.
(Note that there are no capital bids included in this report, for submission to the Executive for inclusion in the Capital Plan or addition to the Hold List or Project Appraisals requiring approval.)
- g) Approve the revised Capital Plan for 2009/10, as detailed in Appendix J, to be updated for any amendments detailed in (g), (h) and (i) above.

Reason for the Decision: As set out in the officer's report.

Any alternative options considered and rejected: N/A

Scrutiny Considerations:

CCTV

The Director of City Services introduced the service plan, and the committee made the following comments.

1. Clarification was sought on the falling costs of the technology, and whether this would have an impact on the service delivered. The Director of City Services and the Head of Parking Services explained that the CCTV Manager was currently reviewing alternative technological options.
2. In response to a question from a member of the committee, the Director of City Services explained that the East Cambridgeshire District Council contract had ended, following a decision by that council to develop a solution involving a local control centre. It was noted that the two councils were currently working together on an interim solution.

Strategy and Partnership

The Head of Strategy and Partnerships introduced the report and clarified targets for National Indicator 23. The target for 2010/11 should be 20% and the target for 2012/13 should be 18%. The value of partnership working was questioned. The Leader responded to the concerns about the value of partnership working.

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

Conflicts of interest declared by the Executive Councillor (and any dispensations granted): None

10/SR/08 Draft Revenue and Capital Budgets
(Key Decision - Agenda Item 7)

Matter for Decision: To consider the draft revenue and capital budgets.

Decision of Executive Councillor:

Revenue Budgets and Cash Limits
Budget 2009/10:

- a) Approved the overall revised budget for 2009/10.

Budget 2010/11:

- b) Agreed the position regarding PPF funding.
- c) Agreed recommendations for submission to the Executive in respect of :
- Bids to be funded from External or Earmarked Funds
 - Revenue Savings and Bids

Note that there are no Priority Policy Fund Bids for consideration.

- d) Recommended to Council the Council Tax base, and the level of Council Tax for 2010/11, based on a 99% collection rate.
- e) Recommended to Council to approve:
- (i) the Prudential Indicators and to note that the “Authorised Limit” determined for 2010/11 will be the statutory limit determined under section 3 of the Local Government Act 2003
 - (ii) to delegate to the Director of Finance, within the borrowing totals for any financial year within (i) above, to Report Page No: 3 effect movement between the separately agreed figures for ‘borrowing’ and ‘other long term liabilities’.
 - (iii) the Treasury Management and Annual Investment Strategy.
 - (iv) amendments to the Council’s Approved Lending List.
- f) Delegated to the Director of Finance authority to finalise changes relating to the reallocation of support service and central costs in accordance with the CIPFA Best Value Accounting Code of Practice.

Capital

Capital Plan

- g) Approved the following project appraisals, which have been referred by Executive Councillors :

From the Executive Councillor for Customer Services and Resources:

- (i) Corporate Fixed Line Telecommunications: to approve the procurement of Corporate Fixed Line Telecommunications and subsequent award of a contract for a two-year term with one year optional extension.

From the Executive Councillor for Climate Change and Growth:

- (i) Riverside Cycle Conflict Reduction & Environmental Improvement Scheme
- (ii) Fitzroy/Burleigh Street Environmental Improvement Scheme
- (iii) Deployment of Large/2nd Computer Monitors
- (iv) Holy Trinity Church War Memorial refurbishment
- h) Agreed any recommendations to the Executive in respect of the bids outlined in Appendix S (*page 222*) for approval to include in the Capital Plan, or put on the Hold List, including any additional use of reserves required.

From the Executive Councillor for Climate Change & Growth:

- (i) Agreed the transfer of the Sustainable City Capital Programme (PR004) to the Sustainable City Grants revenue budget in 2009/10 and 2010/11 only.
- (ii) Agreed to amend the funding for the approved capital project SC421 E&P Server Replacements, so £37,000 is funded from Housing Planning Delivery Grant (HPDG) in place of the existing Repairs and Renewals (R&R) funding.

From the Executive Councillor for Housing:

- (i) Approved the use, in 2009/10 and 2010/11, of £290,000
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Section 106 resources identified for investment in affordable housing, to meet the required local contribution, towards the cost of delivering 7 new affordable dwellings to be managed in the HRA, with the balance of funding to be met through Homes and Communities Agency grant and an element of prudential borrowing.

- (ii) Approved the removal of funding for the discretionary void element of the decent homes kitchen replacement programme, resulting in the ability to only undertake replacement of kitchens where this is required to make the property decent.
- (iii) Approved a Housing Capital Allowance for 2010/11 of £14,912,000.
- k) Agreed the Capital Plan incorporating rephasing, new bids and the above recommendations.
- l) Noted the impact of revenue and capital budget approvals and approve the resulting level of reserves to be used to:
 - (i) Supported the 2009/10 budget
 - (ii) Supported the 2010/11 and future years budgets.

Reason for the Decision: As set out in the officer's report.

Any alternative options considered and rejected: N/A

Scrutiny Considerations:

The Director of Finance responded to questions requesting clarification on various aspects of the report.

The Scrutiny Committee considered and approved the recommendations as amended by 6 votes to 1.

The Scrutiny Committee considered an amendment to appendix K and agreed unanimously to alter the recommendation to allow for a 2 years plus 1, instead of 2 years. The Leader accepted the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted): None

10/SR/09 Mapping Poverty
(Key Decision - Agenda Item 8)

Matter for Decision: To consider the outcomes of the Mapping Poverty exercise.

Decision of Executive Councillor:

- (i) Approved the continuation of the use of the research,
- (ii) Agreed to repeat the research in 2011.

Reason for the Decision: As set out in the officer's report.

Any alternative options considered and rejected: N/A

Scrutiny Considerations:

The Strategy Officer introduced the report.

The report was welcomed by the committee; however a number of specific concerns and comments were raised regarding the report.

- The report covers benefit take up and not specifically poverty, and whether it would be possible to undertake more targeted work. The Leader acknowledged the issue, but explained that benefit take up was the most appropriate proxy measure.
- Did the closure of Cambridge Law Centre have any specific effects? The Leader advised that when the centre closed, all known clients were transferred to the CAB.
- Examples of potential uses of the data by partners such as informing the Health Inequalities Plan were highlighted.

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

Conflicts of interest declared by the Executive Councillor (and any dispensations granted): None

10/SR/10 Refresh of Community Safety Plan 2008-11
(Key Decision - Agenda Item 9)

Matter for Decision: To consider the refresh of the Community Safety Plan 2008-11.

Decision of Executive Councillor:

- a) Endorsed the proposed amendments to the Community Safety Plan agreed by the Cambridge Community Safety Partnership and set out in the table in section 3.7 of the committee report, with the addition of a recommendation on tackling cycle theft.

Reason for the Decision: As set out in the officer's report.

Any alternative options considered and rejected: N/A

Scrutiny Considerations:

Cllr Dryden declared a personal interest in the item as a magistrate.

Concern was raised regarding the ongoing high levels of cycle theft in the city, and the perception about the importance of problem if it is listed as a project rather than a priority. The Leader explained that all priorities were addressed through special projects. Concerns were also raised about alcohol and violent crime.

Cllr Howell proposed an amendment to the recommendation to include cycling theft as a priority. The amendment was approved by 3 votes to 0, and the Leader accepted the revised recommendation.

The Scrutiny Committee considered and approved the recommendations as amended by 8 votes to 0.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted): None

10/SR/11 Review of Marketing and Communications and Draft Strategy and Action Plan *(Non Key Decision - Agenda Item 10)*

Matter for Decision: To consider the findings of the review of the Council's current arrangements for Marketing and Communications.

Decision of Executive Councillor:

- (a) Agreed the proposed structure for Corporate Marketing and Communications.
- (b) Agreed the saving of £35k following a further review of spending on publications and savings arising from the proposed structure and the £75k saving identified for 2009/10 and 2010/11 which would contribute to the Council's 3 year budget strategy in 2011/12.
- (c) Requested that the Executive Councillor for Arts & Recreation consider whether any of the marketing resources in Community Services should be transferred in to a corporate team as part of the other review of Arts & Entertainments.
- (d) Approved the Marketing and Communications Strategy and Action Plan attached at Appendix 3 of the committee report.

Reason for the Decision: As set out in the officer's report.

Any alternative options considered and rejected: N/A

Scrutiny Considerations:

Concerns were raised about the lack of clarity on the role of Cambridge Matters. The quality of the photos used on the website particularly their age was highlighted.

The Leader reminded the committee that at the previous meeting (12 October 2009) the remit and purpose of Cambridge Matters had been agreed.

The Scrutiny Committee considered and approved the recommendations by 5 votes to 0.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted): None

The Scrutiny Committee resolved to exclude members of the public from the meeting on the grounds (Items 10/SR/11 and 10/SR/12) 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.

10/SR/12 General Debts Bad Debts for Write - Offs (*Non Key Decision - Agenda Item 11*)

Matter for Decision: To consider the write off of general debts.

Decision of Executive Councillor:

- (i) Resolved to approve the write off of general debts

Reason for the Decision: As set out in the officer's report.

Any alternative options considered and rejected: N/A

Scrutiny Considerations:

The Scrutiny Committee considered and approved the recommendations by 5 votes to 0.

10/SR/12 National Non Domestic Rates – Debts Write Offs (*Non Key Decision - Agenda Item 12*)

Matter for Decision: To consider the write off of National Non Domestic Rates – Debts Write Offs

Decision of Executive Councillor:

- (i) Resolved to approve the write off of general debts

Reason for the Decision: As set out in the officer's report.

Any alternative options considered and rejected: N/A

Scrutiny Considerations:

The Director of Finance advised the committee of the process in response to a question about the mechanisms used to track debtors.

The Scrutiny Committee considered and approved the recommendations by 5 votes to 0.

The meeting closed at 22:30pm
