



CAMBRIDGE CITY COUNCIL

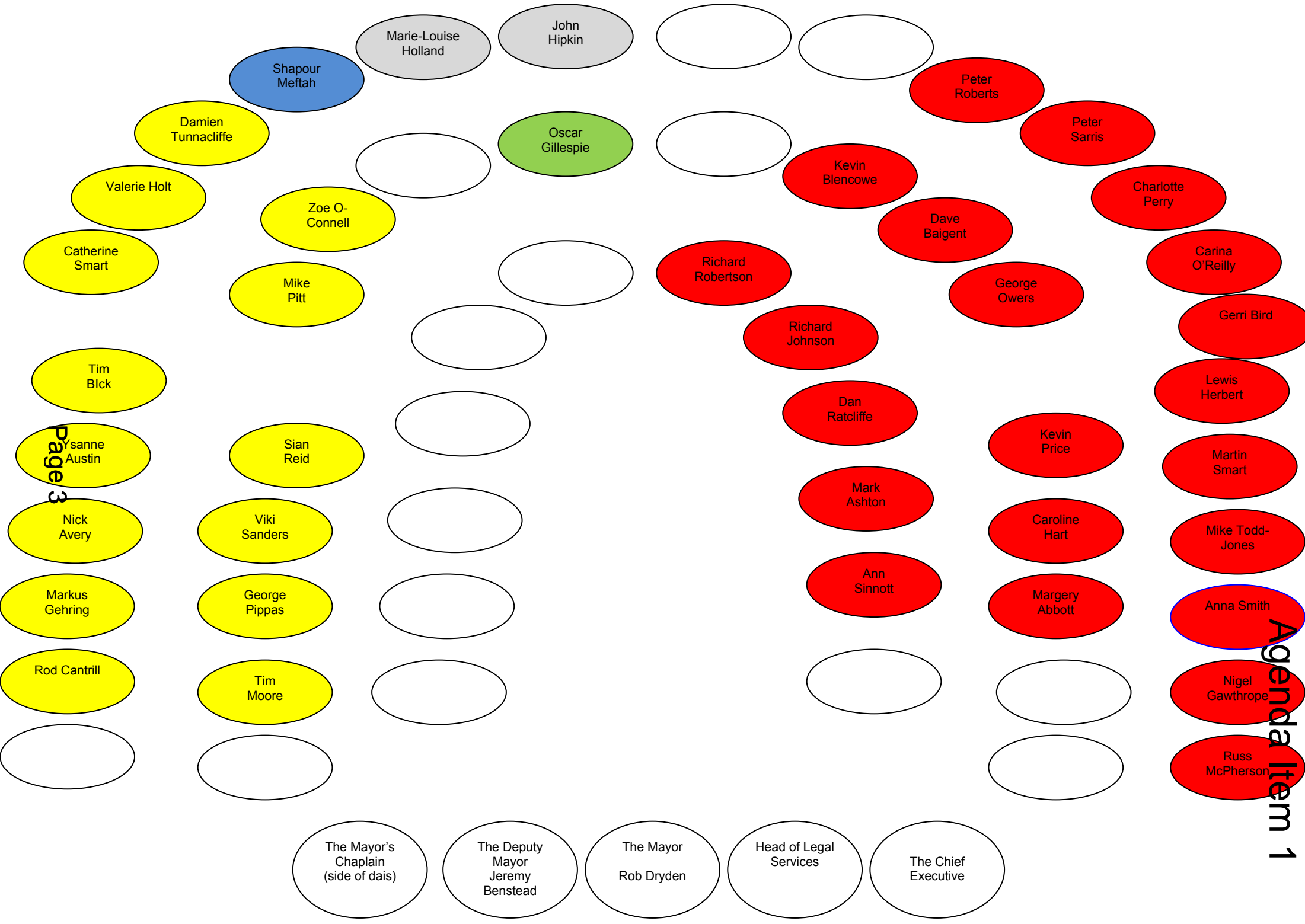
INFORMATION PACK

PACK - INFO PACK FOR COUNCIL

Date: Thursday, 22 October 2015

- 1 SEATING PLAN** *(Pages 3 - 4)*
- 2 AMENDMENT TO MOTION 7D: CLIMATE CHANGE** *(Pages 5 - 8)*
- 3 ORAL QUESTIONS (AGENDA ITEM 6)** *(Pages 9 - 14)*
- 4 BRIEFING NOTE TO MOTION ITEM 7B** *(Pages 15 - 26)*

- 5 **AMENDMENT TO MOTION 7B: PROMOTION OF LOCAL DEMOCRACY**
(Pages 27 - 28)
- 6 **AMENDMENT TO MOTION 7C: CITY OF SANCTUARY** *(Pages 29 - 30)*
- 7 **WRITTEN QUESTIONS (AGENDA ITEM 8)** *(Pages 31 - 40)*



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Amendment: Proposed by Councillor Gehring (Additional text underlined and in red)

Motion Item 7d: Climate Change

Cambridge City Council notes:

- The risk to both the planet and Cambridge from Climate Change, and this council's commitment to tackle the issue, as expressed both by its Climate Change Strategy, which is currently being reviewed, and its role as a signatory to the Nottingham Declaration.
- The need to show leadership in advocating a fossil-fuel free future, both in terms of the council's own policies, including its investments, and external engagement.
- The growing number of commercial, educational and governmental organisations deciding to support low carbon investment, such as:
 - Bristol Council's decision to alter its investment policy to exclude companies whose core activities cover fossil fuel extraction.
 - The Norwegian Government's decision to divest from fossil fuel investment in its pension fund.
 - The over 150 companies, including Hewlet-Packard, BT Group & Volvo who have signed up to the "We mean business" coalition's aims.
- That the Law Commission reviewed the meaning of fiduciary duty as it applies to investments in 2014, concluding that "Where trustees think ethical or environmental, social or governance (ESG) issues are financially material they should take them into account."
- That there is nonetheless a risk for this Council in any non-financial considerations in investment policy, and therefore before any such change, the implications should be studied and considered carefully.
- That the University of Cambridge have this year launched a wide ranging report into its £2.2bn endowments fund.

Cambridge City Council therefore resolves:

- To ask the Head of Finance to author a report to Strategy and Resources committee outlining the options for, as well as the risks

associated with, the implementation of an ethical investment policy, in relation to both direct investments and our Treasury Management strategy, with a particular emphasis on the issues of companies that are associated with investments in fossil fuels, and fossil fuel divestment.

- To ask the Executive Councillor:
 - a) To ensure that commercial property investments are taken with close regard to Climate Change criteria, in such a way as to preclude investment in carbon intensive buildings and favour investment in properties that are carbon neutral or positive or at least have a high EPC rating (A-C).
 - b) To study the energy and carbon status of existing City Council commercial properties and consider investment in energy efficiency upgrades or, if that is not practical, divestment from under-performing properties.
 - c) To study, jointly with the County Council or independently, positive investment into a local not-for-profit renewable energy provider, similar to Robin Hood Energy in Nottingham, to address fuel poverty and climate change as a joint social justice concern.
- To engage with local businesses and community groups, including Fossil Free Cambridgeshire, Cambridge Carbon Footprint and Transition Cambridge, during the forthcoming Climate Change Strategy consultation in order to explore the potential for supporting the move to a fossil fuel free future.
- To call on Cambridgeshire County Council to consider an ethical investment policy and divestment from fossil fuels.
- To call on the Cambridgeshire Pension Fund to consider an ethical investment policy and divestment from fossil fuels.
- To call on the national U.K. government to stop carrying out policies that harm the fight against climate change (such as recent changes to Feed-In Tariffs and other subsidies for green energy, changes to planning policy, and cuts to Green Deal Finance), support the principles of fossil fuel divestment and stopping subsidies to the fossil fuel industry, and advocate for all other countries to commit to this during the COP21 global climate change negotiations later this year.
- To direct the Chief Executive to write to the University group asking them to share the conclusions of their review as and when they are available, so that the Head of Finance and the Pension Fund can consider this work in their reviews.

- To urge the Leader and Executive Cllr for Finance and Resources to prepare the City Council's own statement of support for climate action and publish this at the time of COP21.

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Agenda Item 6: Oral Questions

1) Councillor Markus Gehring to the Leader

How will the results of the City Deal consultation on the Camborne to Cambridge Bus Route be evaluated?

2) Councillor Abbott to the Executive Councillor for Finance and Resources

Can the Executive Councillor for provide an update on the council's current work on digital inclusion, undertaken as part of the anti-poverty strategy?

3) Councillor Holt to the Leader

Many residents particularly students in my ward and across the city are very concerned about the county councils proposals to switch off the street lights at night - will the leader confirm that this will not happen if the majority of people in the city don't want it to?

4) Councillor Sarris (Lead Councillor for Homelessness) to the Executive Councillor for Environment and Waste

In light of the 'Microchipping of Dogs (England) Regulations 2014' requiring all dogs over 8 weeks old to be microchipped by April 2016, can the Executive Councillor for Environment and Waste please tell the chamber what specific outreach work will be done by the council's dog warden team to assist dog-owners in the homeless community?

5) Councillor Perry (Lead Councillor for Recycling) to the Executive Councillor for Environment and Waste

It is important that we do all we can to encourage recycling and limit waste, can the Executive Councillor for Environment and Waste please confirm that a campaign to remove unauthorised second black bins will continue for the year ahead?

6) Councillor O'Connell to the Executive Councillor for Communities

Can the executive Councillor for Communities tell the council what action he is taking to ensure community services are targeted at the most in need areas in the city, as identified in the recently-published indices of multiple deprivation?

7) Councillor Cantrill to the Executive Councillor for Environment and Waste.

Could the Executive Councillor for environment and Waste explain the current approach of the city council to street cleaning and litter bin emptying in the historic core?

8) Councillor Bick to the Executive Councillor for City Centre and Public Place

The Executive Councillor may not be aware that her current plan to replace the cast iron lighting columns in the Kite with modern 'heritage style' columns will omit Victoria Street. The only reason that Victoria Street has no cast iron columns today is that in March last year Balfour Beatty prematurely replaced the 3 columns there with their standard design prior to consultations being completed, for which they subsequently apologised. In view of this, will she undertake discussions with Balfour Beatty to determine whether there is scope to review the placement of columns in Victoria Street within the existing approved budget allocation, £6,000 of which is currently projected to be unused, so that work can be carried out within the same timeframe as the other streets involved?

9) Councillor Ratcliffe to Executive Councillor for Environment and Waste:

Please provide an update on the amount of fixed penalty notices issued for littering in the last year?

10) Councillor Austin to the Executive Councillor for City Centre and Public Place

In light of the planned consultation of the review of the river moorings policy, can your assurance be given to boat owners who have been living on the river in the city for many years that they can continue to live as part of their riverboat community.

11) Councillor Smith to the Executive Councillor of Finance and Resources

Can the Executive Cllr for Finance and Resources update us on preparations for Living Wage Week, and on how promotion of the Living Wage is proceeding?

12) Councillor Pitt to the Executive Councillor for Environment and Waste

Can the executive councillor give an update on arrangements and expected impact on staff affected by the move of waste services to Waterbeach?

13) Councillor C Smart to the Executive Councillor for Planning Policy and Transport.

Seeing that Stage 2 of the 20 mph roll-out was agreed on 8th July 2014 and the combined Stages 3 and 4 were agreed 17th March 2015, can the Executive Councillor tell us when anything will actually happen?

14) Councillor Todd-Jones to the Executive Councillor for Communities

Can the Executive Councillor for Communities confirm that, contrary to opposition claims, the primary focus of the review into the Council's Community provision is in ensuring its resources are appropriately targeted and go to where it is most needed in the City?

15) Councillor Hart to the Executive Councillor of Finance and Resources

Please could the Executive Councillor for Finance and Resources give us an update on the outreach Citizens Advice Bureau project at the East Barnwell Health Centre, funded by the City Council?

16) Councillor Sinnott to the Executive Councillor for Strategy and Transformation (The Leader)

What is the current County Council position on the proposed switch-off of Cambridge streetlights and how and when will they undertake the public consultation they promised a month ago?

17) Councillor Baigent to the Executive Councillor for Housing

Can the Executive Councillor for Housing explain how the Housing Bill, published on Tuesday 13th October will impact this Council's Housing Revenue Account and it's ability to continue meeting the needs of current tenants and those on the housing needs register in Cambridge?

18) Councillor M Smart to the Executive Councillor for Environment and Waste

Please will the Executive Councillor for Environment and Waste explain to councillors recent changes to our waste HGV's and driver training aimed at helping city cyclists?

19) Councillor Pippas to the Executive Councillor for Environment and Waste.

According to local residents the Council has been taking away any 2nd dustbin with a black top from people's homes without any prior warning. Some residents claim they have "bought" the second bin from the council some years ago. They are distraught that no prior warning was given of the council's intention.

What measures the Executive Councillor for Environment and Waste will put in place to ensure that the residents are fully informed prior to confiscating these bins?

20) Councillor Gillespie to the Executive Councillor for Finance and Resources

I recommend the Wealth and Want report by the Cambridge Commons, to the council. (I will send a link by email to it http://www.thecambridgecommons.org/tcc/reports/fairness_review/2015/tcc_fairness_review_201506.pdf before the meeting). You may have read about it in the Cambridge News at the weekend. As well as a survey providing extensive information about gross inequality in the city, it provides a list of urgent recommendations. The Labour group says that tackling inequality is its top priority. The council is doing tremendous work on the living wage; this report recommends a Cambridge Supplement. The need for a review of investment priorities in benefits advice and advocacy is important. Will the executive councillor for finance commit to publish a step by step response to the recommendations, to be published within 2015?

21) Councillor Hipkin to the Executive Councillor for Environment and Waste

Student Housing Blocks – waste disposal costs

Students living in Halls of Residences (e.g. Chestnut House, Histon/Huntingdon Rd, CB4) are exempt from the payment of Council Tax. Does the City Council receive any recompense for this loss of revenue and if not, who is bearing the cost of waste disposal and other council-provided services?

Second Questions

23) Councillor Todd-Jones to the Executive Councillor for Communities

Can the Executive Councillor for Communities update Council on the Plans for next year's Volunteer for Cambridge Community Fair at the Guildhall, building on from the success of the inaugural event in February.

22) Councillor Perry to the Executive Councillor for Finance and Resources

Can the Executive Councillor for Finance and Resources provide an update on the future of Action on Energy Cambridgeshire in light of Climate Energy Ltd going into administration?

24) Councillor Baigent to the Executive Councillor for Housing

Does the Executive Councillor for Housing consider that 'starter homes' as described in the housing bill should be included in the definition of affordable housing on S106 sites?

Briefing Note for Full Council, 22nd October 2015

Motion B: Promotion of Local Democracy

Approaches to engaging the public in policy making and decision-making within Cambridge City Council

Introduction

Cambridge City Council engages members of the public and other stakeholders in policy making and decision making in a range of ways. Collectively these are termed “consultation”, the process by which the Council will seek advice, information and opinions about strategies, policies and services to inform our decision-making and help design good services.

Consultation may include, for example:

- Surveys and Questionnaires;
- Focus groups;
- Through the [complaints and compliments](#) we receive;
- Public meetings including area committees, Council & committee meetings; and
- User and resident forums.

Different techniques will be appropriate in different circumstances. Consultation is a key process in community engagement and is integral to the way the Council carries out its business.

Consultation matters because it establishes working relationships between the Council and its residents and local community groups – to help ensure that that the aspirations and needs of local people are understood and, if possible, acted upon.

The Council’s approach to consultation is shown in its [Code of Best Practice on Consultation and Community Engagement](#). It emphasises that consultations should be open, transparent, inclusive and carried out competently to ensure results are valid. They should take place at an early stage – part of the evidence gathering process – giving enough information about what can and can’t be changed and allowing time for proper consideration. They must also relate to decisions – so the consultations findings are taken into account when it is decided what will be done.

In some cases the Council has a statutory duty to consult and guidance is provided to show how this will be done, for example we are required to provide a Statement of Community Involvement showing how we have consulted about our developing Local Plan. On some occasions market research companies are used by the Council where there needs to a robust statistical basis for findings.

The purpose of a consultation, along with its context, will help determine the techniques used and help identify the people who need to be involved. Consultations can include: discussing priorities in a policy framework, altering the level of service provided, helping to target a service more closely, improving take-up, assessing satisfaction with delivery, identifying problems associated with change and building community capacity to bring about change.

Because consultation is integral to the way the Council works it is difficult to pull out the cost of certain consultations, as it is a part of what is done, for example a community development officer will talk to local groups of people regularly, encouraging participation in local activities or building-up their capacity to do things for themselves.

Some of the consultation techniques the Council use are shown in Appendix 1. The figures in the attached table are estimates in a number of cases and may not show the full cost of officer time involved.

Consultations in the last 12 months:

- [Have your say on our draft Cambridgeshire Flood and Water Supplementary Planning Document](#)
- [Answer a few questions about our revised lettings policy](#)
- [Have your say on our draft New Museums Site Development Framework SPD](#)
- [Have your say on our revised Statement of Principles \(under the Gambling Act 2005\)](#)
- [Have your say on our draft Housing Strategy 2016-2019](#)
- [Green Dragon Bridge - footway and cycling improvements](#)
- [Root and branch consultation on city trees](#)
- [Consultation on how we carry out enforcement action](#)
- [St Thomas's Square play area consultation - revised design](#)
- [St Thomas's Square play area consultation](#)
- [Chestnut Grove play area consultation](#)
- [Perse Way play area consultation](#)
- [Cherry Hinton High Street improvements consultation](#)
- [Single Equality Scheme 2015 - 2018 consultation](#)
- [Grand Arcade early bird parking scheme survey](#)
- [Public Spaces Protection Order consultation](#)
- [Equalities evidence base consultation 2015](#)
- [Trumpington community centre cafe survey](#)
- [Bramblefields pathway consultation](#)
- [Cambridge Northern Fringe East area action plan: Issues and options consultation](#)
- [20mph speed limit: South, west and central phase consultation](#)
- [Changes to taxi licensing fees consultation](#)
- [Proposed new charges for city centre car parks consultation](#)
- [Medical assessments for taxi drivers consultation](#)
- [Cambridge Rules public art commission consultation](#)
- [Change of taxi ownership fee consultation](#)
- [Pye's recreation ground outdoor gym consultation](#)

Consultation and its purpose.	Techniques employed.	How many participants?	Cost of consultation.	Do others do it in a different way?
Open Forum within Area Committee meetings	Opportunity for local people to raise matters of concern about local issues. May not relate to the agenda. Based on a question and answer approach.	During 2014/15 nearly 500 people attended 25 Area Committee meetings.	£53,500 This is the total cost of all area committee meetings. Costs include one FTE Committee Manager, audio, printing, delivery and hall hire.	Research into how other local authorities increased participation in decision-making was carried out during 2010-11. It revealed diverse approaches. Most of the local authorities made use of Community Forums to gain views on local issues. A number invested in Area Committees, using them as a “hub” for their work, aligning the geographical delivery of services around their boundaries. Some made decisions in local venues in front of local people and others had no area decision-making, relying on strengthened Parish
Single issue forums based on local matters of interest within Area Committee meetings	Part of an Area Committee meeting is given over to a current local consultation, such as the county council's “switch-off” proposals, which is of concern to local people. The issue can be cross-cutting and be led by another public agency.	During 2014/15 252 people chose to raise a matter during an Open Forum Others spoke on planning applications and other matters.		
Establishing Local Policing and Environmental Priorities within Area Committee meetings	Information provided at Area Committee meetings quarterly, expression of opinions and decision taken in public.			
Discussions with audience during decision-making part of the agenda at Area Committee meetings	To encourage participation at Area Committees steps have been taken to make the meetings more engaging, such as the use of a “Café” approach. Each Area Committee has developed its own approach but usually seeks the views of local people when discussing environmental improvements of the allocation of community grants. Workshops have been held to identify priority projects for devolved s.106 decision making.			

Consultation and its purpose.	Techniques employed.	How many participants?	Cost of consultation.	Do others do it in a different way?
<p>Preparing the Local Plan and other documents which comprise the city council's Local Development Framework, such as North West Cambridge area action plan and the Cambridge East area action plan.</p>	<p>Consultation arrangements included:</p> <ul style="list-style-type: none"> • Consultation for 6 weeks between 15 June and 27 July 2012; • Letters and emails informing consultees of consultation dates and how to view and respond to the consultation material (see Appendix 1 for list of consultees); • A public notice; • A series of exhibitions • All documents made available on the council's website and Customer Service Centre including a small exhibition; • Libraries received hard copies; • Article in the summer edition of <i>Cambridge Matters</i> which goes to every household in the city; • Publicised the consultation through the council's Facebook page and Twitter as well as developing a Local Plan news blog; • Leaflets promoting the Local Plan consultation were handed out at key locations including Cambridge Station, Addenbrooke's Hospital and Cambridge Science Park; • Opportunities were also explored to engage with young people and other groups. <p>Council meetings have been scheduled in November to consider the outcome of further work and any proposed modifications. Following this, public consultation is scheduled to start on 2 December 2015 to 25 January 2016.</p>	<p>The Completed Statement of Community Involvement shows the extent of consultations carried out so far.</p> <p>Over 11,000 comments were received to the Issues and Options Report and its accompanying Sustainability Appraisal from 858 respondents.</p> <p>An interactive website was also set up to enable people to view and respond to the Issues and Options 2 consultation online. A total of 6,432 representations were received to the Issues and Options consultation, of which 5,224 were to the Part 1 document, and 1,208 were to the Part 2 document.</p>	<p>The review is a core part of the policy team's work, so costs of the engagement work cannot easily be identified.</p>	<p>arrangements.</p> <p>The growth and complexity of Cambridge requires more varied and complex consultation arrangements than may be appropriate in some other council areas.</p>

Consultation and its purpose.	Techniques employed.	How many participants?	Cost of consultation.	Do others do it in a different way?
Community Forums at Southern Fringe and North and West to discuss issues about housing developments.	<p>The Community Forum meetings bring together residents with the local authorities and developers in an information exchange concerning the new housing developments on the fringes of Cambridge.</p> <p>The forums aim to help enable the smooth integration of new communities with existing ones, as well as celebrate successes and promote the new development sites as good places to live. They are open to everybody and a chance to meet those working on the sites and other residents to discuss relevant issues.</p> <p>Resident surveys are used, including “How’s Your Neighbourhood” surveys and other simple questionnaires completed at resident events, street parties and through door to door flyers. These give feedback on how the new developments are settling in and insight into any issues on site that need support and attention. They are conducted in partnership with Housing Associations</p>	<p>50 residents per meeting</p> <p>9 meetings per year</p> <p>All those who have attended previously are sent an invitation (electronic or postal) and a flyer sent to all houses in the near vicinity. Feedback and up-dates are reported at following forums and via a web-page</p> <p>The community forums N and W are shared with South Cambs.</p>	Approx. £475 per meeting	Although SCDC and Cambridgeshire County Council are partners in this work, the City Council are the lead authority and the forums would not happen without the City’s organisation.
Review of Housing Strategy, incorporating Homeless Strategy.	<p>The 2015 public consultation was through an online survey, asking for views on proposed vision, aims, and priorities in draft Housing Strategy. An email sent to key partners and other stakeholders with a link to survey.</p> <p>Homelessness issues were discussed with partner members of the Homelessness Strategy Steering Group, prior to drafting the Strategy and consulting more widely. These were used to shape the homelessness chapter of the draft Strategy</p>	93 responses to online consultation	£50 plus postage (prize draw)	Some authorities do more face to face consultation – eg workshops, focus groups etc. But these appear to be used more where there is no current Strategy in place, or where a significant change in direction is proposed.

Consultation and its purpose.	Techniques employed.	How many participants?	Cost of consultation.	Do others do it in a different way?
Tenant Engagement	<ul style="list-style-type: none"> Representative survey of tenants carried out by a market research company and findings presented to Council and Housing Management Board. The Council publishes a quarterly Open Door Magazine to provide information to tenants to promote choice and exercise take-up opportunities. The Council's Housing Management Board involves tenant representatives in discussions and decisions about housing issues The Council uses resident days to talk to people in local settings about their concerns and views about services. 	The 2014 tenant & leaseholder satisfaction survey was responded to by 1888 tenants and 191 leaseholders with response rates of 28% and 18% respectively.	The programme of workshops, focus groups and data analysis suggested by NWA has an estimated value of around £5,500 (tbc), which will be met from existing budgets.	
Budget Consultation	<p>The Council has carried out an annual budget consultation since 2002. It has used a variety of consultation methods over this period, including postal questionnaires and workshops.</p> <p>In 2014 we used the YouChoose simulator, which allowed residents to increase or reduce the budget for 22 services, whilst trying to set a balanced budget. The consultation identified a number of service areas where residents felt the Council should take larger savings.</p> <p>In 2015 the Council commissioned in-depth, deliberative workshops with residents and businesses to seek their views on early ideas for savings. The workshops focussed on the five services which participants in the 2014 consultation had suggested taking the largest savings from.</p>	<p>600 people participated in the 2014 budget consultation</p> <p>32 residents and business representatives took part in the 2015 workshops</p>	<p>2014 consultation cost £10,000. A market research company was used to: carry out door-to-door sessions with residents to assist them to complete the tool on a laptop; and provide an independent report analysing the findings.</p> <p>2015 consultation cost £13,000. A market research company was used to recruit workshop participants; design</p>	Other local authorities choose to consult in a variety of ways. More than 20 other local authorities have used the Youchoose simulator as part of their budget consultations. Other methods used by other authorities include online and postal questionnaires, focus groups, and public meetings.

Consultation and its purpose.	Techniques employed.	How many participants?	Cost of consultation.	Do others do it in a different way?
			and lead the workshops; and provide a detailed, independent report analysing the findings	
Development of Anti-poverty Strategy	<p>A range of consultation methods were used to inform the objectives and key priorities for the Council's Anti-Poverty Strategy, including:</p> <ul style="list-style-type: none"> • A questionnaire survey on the City Council website. The survey was publicised via: the City Council's Twitter account, a media release and other corporate communications channels; direct messages to residents associations, voluntary groups, business bodies, and other relevant partner organisations; • Focus groups with low income residents, delivered as part of regular service user meetings organised by the City Council and partner agencies. • Detailed anonymised case studies of low income residents and households, based on interviews carried out by city Council officers and partner agencies • A stakeholder workshop and face-to-face meetings with representatives of local organisations that are working to address different aspects of poverty in the city. • Attending relevant groups to discuss the strategy such as Equalities Panel, Local Health Partnership, Guidance Employment and Training (GET) Group, and Homelessness Service Information Group. 	<p>59 responses to online questionnaire 5 focus groups with low income residents 7 case studies 1 stakeholder workshop 25 face-to-face meetings with stakeholders</p>	<p>Consultation was funded from within existing budgets.</p>	<p>Some other local authorities have followed a similar consultation approach when developing an anti-poverty strategy.</p> <p>A number of large urban authorities have held independent Fairness Commissions to gather evidence and make recommendations to the Council and local partner organisations.</p>

Consultation and its purpose.	Techniques employed.	How many participants?	Cost of consultation.	Do others do it in a different way?
Preparation of Climate Change Strategy	<ul style="list-style-type: none"> A questionnaire survey on the City Council website. The survey is being publicised via: the City Council's Twitter account, a media release and other corporate communications channels; direct messages to residents associations, voluntary groups, business bodies, and other relevant partner organisations. Face-to-face meetings with key stakeholders, including local environmental groups and leading climate change academics at University of Cambridge and ARU. Discussion of elements of the strategy at public meetings, such as the Equalities Panel. 	The consultation was launched on 15 October and will close on 12 January 2016.	Within existing budgets.	Other local authorities have used a variety of methods to consult on their Climate Change Strategies
Diversity Forum and engagement with equalities groups	The Diversity Forum meets twice a year and discusses particular topics of relevance to local voluntary and community groups. There have been discussions on hate crime, older people's services, accessibility, food poverty and sustainable food, and the local impact of welfare reforms and austerity measures. The next meeting in November will focus on campaigning, lobbying and engaging with the Councils decision making processes.	Numbers vary with each meeting – roughly 40 people last year.	£100 approx. for the two meetings.	These meetings engage with VCS organisations working with equality groups.
Equalities Evidence Base consultation.	<p>The purpose of the consultation was to understand the views of a number of equalities groups better and to inform the Council's work on equalities, including ways of working which can be improved or any gaps in provision.</p> <p>The consultation involved a questionnaire survey, which was based on previous survey of LGBTQ residents, which was commissioned by the Local Strategic Partnership (LSP) and developed with Anglia Ruskin University. The evidence base questionnaire covered a range of topics including</p>	<p>Women - 402 Men - 85 BAME Participants - 162 Disability - 90 LGBTQ – 168</p> <p>Some of these responses will be from a single individual as respondents were</p>	<p>BAME needs assessment - £1700</p> <p>LSP contribution = (SCDC + CCC jointly commissioned) £3,000</p>	<p>We are not aware that anyone else is collecting this kind of data from the equalities group.</p> <p>Not aware of anyone else involving the community groups in developing and choosing the questions.</p>

Consultation and its purpose.	Techniques employed.	How many participants?	Cost of consultation.	Do others do it in a different way?
	<p>socioeconomic factors, participation in local life, volunteering, personal safety and representation and access to services. Questions on income were asked to enable us to target resources at those most in need.</p> <p>Voluntary sector groups from the different sectors were involved in the creation of the questionnaire and the collection of data:</p> <ul style="list-style-type: none"> Cambridge Ethnic Community Forum collected data from BAME Community Encompass collected data from the LGBTQ community. Cambridge Women's Aid, Cambridge Women's Resource Centre and Rape Crisis collected some information, plus there was a survey that went out to the general public. The Men's Survey went out to the general public and some groups that work with low income groups with men in them. 	<p>allowed to fill in multiple questionnaires which was noted as part of the process.</p> <p>This was to look at the combined effect of self-identifying in multiple categories (intersectionality)</p>		<p>The results when analysed will be presented at a multi-sector conference which aims for the sectors to identify work they can do in partnership with each other and funding which they can access.</p>
Neighbourhood Projects	Empowerment approach placing some local decisions in the hands of local action groups.	Local residents are involved in action groups including Abbey People, Arbury Action and Kings Hedges Action Group.	Neighbourhood projects are part of the core service of Neighbourhood Community Development	
Community Grants Programme	Support for local community and voluntary groups applying for funding in a collaborative approach, so that local issues can be identified and solutions offered. The review of the Community Grants Programme in 2014 involved a process taking	The consultation involved over 100 organisation and their individual members and the	Within existing budgets.	Some local authorities have chosen not to consult over cuts to their grant programmes even though the

Consultation and its purpose.	Techniques employed.	How many participants?	Cost of consultation.	Do others do it in a different way?
	nearly six months, allowing participants to consider a more targeted approach to funding vulnerable people.	wider public and stakeholders.		Compact and best value guidance states this requirement.
Community Centres	A review about the use of community centres and their role in local communities, alongside other providers will be launched shortly. This will be a process that involves local communities over a period of time to help shape a vision for how their area could look and feel in the future. To include a week long 'snapshot in time' survey in November and repeat the exercise in March. The aim is to find out as much as possible from our users about why they like our centres, where they come from, what they don't like etc. This information will be incorporated into the review.	This review is at an early stage – so no participations figures are available.		
Children and Young People	Involving children in decision-making at Area Committees through the use of Agenda Days (bringing groups of children together to hear their views), surveys (has just completed a short summer survey) and engagement on other similar projects (for example S106 consultation for parks and open spaces, Take Over Day).	This work is at an early stage – so no participations figures are available.	£46,000 for a 2 year Children's Engagement Officer	
Environmental Improvements	Public exhibitions and direct consultation pack/questionnaire mail-shots about new 20mph speed limits to people in the area affected to encourage use of an online survey to give views on the proposals. Targeted public consultation with statutory consultees, residents, stakeholders and user groups on a variety of highway (including traffic regulations) and other environmental improvements.	Approximately 60,000 distribution, 10,000 responses Difficult to quantify	Circa £50,000 Circa £25,000 p/a	

Consultation and its purpose.	Techniques employed.	How many participants?	Cost of consultation.	Do others do it in a different way?
City Deal and Transportation	City Deal partners has invited comments and suggestion from residents on proposals for better bus journeys from Cambourne to Cambridge. The methods used include a touring public exhibition and online survey. Further consultations about future schemes and specific issues covered by City Deal will carried out in the future.	The consultation on bus journeys from Cambourne to Cambridge runs until 23 November.		
Presentation of options for future development of Park Street Car Park	Use of direct mail-shots for local residents and businesses affected by the proposals. Provision of information about the different options at public meetings and invitation for people to express an opinion about their preferred option in written submissions.	2 x consultations comprising addresses in local area from GIS database. 2200 leaflets distributed 817 responded. BID also notified their 600 members of whom 64 responded. Also undertook 4 'drop-in' sessions at car park to meet and greet customers with any queries relating to Park Street car park.	Undertaken by project delivery team. Staff who worked on this have since left but it has been estimated £5-10K was expended.	Posters displayed, meet and greet session organised, website info posted and leaflet drop organised. Fairly comprehensive in structure.
Promotion of recycling through Love Food Hate Waste campaign	Provision of information at community events, posters and leaflets, together with collaboration with community groups, such as Cambridge Sustainable Food and the use of champion tenants to promote recycling messages and to encourage take-up.	Over 15 community events attended and the messages promoted.	Within existing budgets.	
Public speaking at Council meetings and committee meetings. Petitions and Development Control Forums	Public speaking rights (question & answer)	Varies.		

Amendment: Proposed by Councillor Pitt (Additional text underlined and in red)

Motion Item 7b: Promotion of Local Democracy

Mindful of the need to engage the public as fully as possible in the democratic life of the city and at the same time acknowledging the severe financial pressures we are under, this Council calls for a comprehensive review, undertaken by the Civic Affairs Committee or a sub-group of that committee, of the ways in which the council can most effectively combine its responsibilities to promote local democracy while at the same time ensuring the prudent use of resources.

This council has a strong record of encouraging public involvement in decision making which should be reflected in the review, including consultation processes, devolving power to area committees and extensive public speaking rights.

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Amendment: Proposed by Councillor Herbert, Seconder Councillor Kevin Price (Additional text underlined and in red)

Motion Item 7c: City of Sanctuary

This Council wishes to assist the most vulnerable people hoping to come to Cambridge to seek refuge and sanctuary from war and persecution.

The UN refugee agency has asked EU Member States to immediately take 200,000 additional refugees to lessen the humanitarian crisis. In response, the EU has adopted a quota system which the UK Government has refused to participate in. Rather than the 25,000 that would represent its 'fair share' of migrants (spreading this across the country would mean about 50 refugees being accommodated in a city the size of Cambridge), the Prime Minister has instead announced that his Government would make provision for only 4,000 each year.

We recognise the strong support local communities, voluntary bodies, faith groups and others in Cambridge already give to those seeking refuge and sanctuary. The strength of public feeling was well expressed in the two 'Cambridge Welcomes Refugees' marches on the 5th of September and the 10th of October. Over 500 people in Cambridge have signed a petition saying "We are willing to house Syrian refugees; please rescue more of those fleeing the conflict.

The Council supports the initiative it has taken in responding to the Government invitation in September to assist refugees including;

the Council's written commitment to provide housing in Cambridge for at least 50 Syrian refugees, despite the detail of the Government plan changing week by week

discussions now underway with the Home Office on the early resettlement of several refugee families in Cambridge in our council housing, supported by the county council and voluntary agencies.

This council pledges to become a City of Sanctuary, and accordingly to call on the Leader and Executive to:

Work with the City of Sanctuary network, the Regional Strategic Migration Partnership, and also local groups like Refugees Cambridge to develop a plan that would allow refugees to be housed within the City in volunteer's homes, through schemes similar to that used in Oxford('Host Oxford'). provide assistance to Syrian refugees arriving in Cambridge, in Cambridge, and other refugees in the future

~~Consider what support~~ Endorse the response by the Mayor who has committed to assist a planned benefit event, including a concert, by the Cambridge Calais group so assistance can be given to donation efforts, providing supplies to refugees in Calais.

~~Ask Cambridge Live if it would hold a benefit concert, raising more money for supplies, and promoting the benefits that multiculturalism brings to our society.~~

Review its own budgets, services and policies to check that these are adequately supporting Syrian refugees under the Government programme and present no impediment to the accommodation in private council homes of refugees.

Apply for Government funding under the Syrian Vulnerable Person Relocation (SVPR), the Gateway Protection Programme (GPP) and European Refugee Fund (ERF) schemes to help support its efforts to provide housing for refugees.

~~Write to~~ Expand on the existing initiative by Councillor Peter Sarris, Lead Councillor for Homelessness, with the City's Universities encouraging them to consider extending their funded studentships and other support to include more places specifically for refugees.

Council 22nd October 2015
Written Questions

1. Councillor Hipkin

To the Executive Councillor for City Centre and Public Places

Lead Officer: Dan Ritchie

Supporting Officer: Joel Carre

What is happening to the upgrade of the Cambridge City Market Square?

The Market Square is an important asset for the city, which, with the right investment, has the potential to offer the community so much more. Unfortunately, with multiple demands on our officers' time and an absence of dedicated resources, we do not currently have the capacity develop or take forward any major investment plans for this civic space. Our current investment focus is on strategic transport and highway related infrastructure to support the city's continued growth and enable all sections of the community to share the associated benefits. That said, we are committed to responding to opportunities to work with others to secure investment in the Market Square. To that end, we are currently supporting a project, being led by Cambridge Past Present and Future and delivered by MBA students from Cambridge Judge Business School, to assess the economic risks and benefits of increasing community use of the space. The project is due to report December 2015.

2. Councillor Holland

To the Executive Councillor for City Centre and Public Places

Lead Officer: Dan Ritchie

Supporting Officer: Joel Carre

Does Cambridge City Council derive any financial benefit from hosting film shoots on the streets of Cambridge?

We do not currently derive financial benefit from the film shoots that take place in the streets of the city. We welcome and support companies

who wish to film in the city, providing advice and guidance on practical issues, such as film locations and timings and how to obtain any required highway closures (from the County Council) or landowner permissions. Further details on our approach to managing filming in the city can be found at: <https://www.cambridge.gov.uk/filming>

3. Councillor Holland

To the Executive Councillor for Housing

Lead Officer: Yvonne O'Donnell

How Is the City Council getting private landlords who are running HMO's in Cambridge to sign up to the voluntary property accreditation scheme, so that landlords know the standards of accommodation and maintenance expected of them by Cambridge City Council?

In order to encourage landlords to join the property accreditation scheme we offer a number of incentives, the first is financial and a discount is offered to the HMO licensing fee if they also accredit their property. The discount was 50% on each new licence application, this discount was recently modified to £100 for both new and renewal applications in order to encourage landlords to stay within the scheme. The scheme also provides a marketing incentive, not only are they able to promote their property as accredited we also hold details of the accredited properties on our website and provide these details on request. We are in the process of modernising the accreditation website to improve this and we hope that this will encourage greater take up of the scheme. Other improvements to the scheme are in progress at present and we hope to be in a position to further promote the scheme further next year.

In terms of how landlords of accredited properties are made aware of the standards of accommodation and maintenance expected of them, these are set out in a Accreditation Code which they must comply with and their properties are inspected prior to accreditation to ensure these standards are met.

4. Councillor Sinnott

To the Executive Councillor for Strategy and Transformation

Lead Officer: Lynda Kilkelly

How does the Council report crimes to the police and what reliance is placed on the 101 service?

The Safer Communities Section have direct contact with the Sergeant, PC or PCSO for the area when dealing with ASB or racial harassments cases or other community safety issues, in these circumstances we would **not** use 101. However, if staff are out on council business in the city and see suspicious behaviour or a crime taking place they would ring 101 to report this. Recently staff have experienced long delays when phoning 101 in being put through to an appropriate person to take their report. They have often given up on using this method as being too time consuming. If unsuccessful in reporting on 101 they have reported via email to the area Sergeant.

When running street surgeries or residents meetings the team have been advised by the police to tell people to ring 101 if they want to report an incident to the police or alternatively use the street life email address, or in the case of emergency phone 999. This information is included on our publicity handouts.

The office of the Police and Crime Commissioner agreed to increase 101 posts by 10 posts in April, however, it was recently reported that there were 16 vacancies. These posts will need to be filled if there is to be improvements from the current 20-40 minutes it is taking to get a secondary response. The public have reported at Area Committee and elsewhere that they are not satisfied with the current situation.

5 Councillor Cantrill

To the Executive Councillor for Finance & Resources

Lead Officer: Richard Wesbroom / John Harvey

Supporting Officer: Chris Humphris

What is the current status of each of the 21 capital schemes listed as Projects Under Development on page 155 of the Mid Year Financial Review? For schemes which do not at this point have Part A and Part B approval from the Capital Programme Board, could the answer indicate whether action is actively underway to achieve that and when a decision on approval (and if necessary by Executive Councillor) can be expected?

Status of projects under development

Ref	Description	Lead Officer	2016/17 (£000's)	2017/18 (£000's)	2018/19 (£000's)	2019/20 (£000's)	Comments
UD016	Public Conveniences	A Wilson	437	0	0	0	Future options for Silver Street Conveniences being discussed with Exec Cllr. Report to Community Services in January 2016 with preferred option.
UD020	ICT Infrastructure Programme	J Nightingale	90	160	110	0	Future projects to be developed as part of the ICT Shared Service arrangements
UD023	Admin Buildings Asset Replacement Programme	T Burdon	138	74	62	0	Future projects being considered as part of BSR2016
UD024	Commercial Properties Asset Replacement Programme	D Prinsep	433	20	22	0	Future projects being considered as part of BSR2016
UD030g	East Barnwell Comm. Centre impr. phase 1 (S106)	D Kaye	255	0	0	0	Prioritised by East Area Committee in November 2013 (which is the equivalent of a Part A for S106 projects). The County Council in June 2015 decided to revised the proposed scheme. An update from the county council is due by June 2016, so that the East Area Committee can review its S106 allocations to the scheme. The issues have been reported to Community Services Scrutiny Committee on 8 October 2015 and are being reported to East Area Committee on 29 October 2015.
UD030j	Cavendish Rd (Mill Rd end) improvements: public art (S106)	A Wilson	30	0	0	0	Prioritised by East Area Committee in November 2013 (which is the equivalent of a Part A for S106 projects). Project brief being developed. Expect project appraisal in the next few months.
UD030l	Sturton Street Chapel & Hall: grant for community meeting space conversion (S106)	J Hanson	49	0	0	0	Prioritised by East Area Committee in January 2015 (which is the equivalent of a Part A for S106 projects). The grant offer was conditional on Petersfield Area Community Trust acquiring the site from the Methodist Church, but it has been sold to another bidder. A report to the East Area Committee on 29 October will confirm that this S106 allocation will be cancelled so that it can be released back into the East Area devolved S106 community facilities fund.

Status of projects under development

Ref	Description	Lead Officer	2016/17 (£000's)	2017/18 (£000's)	2018/19 (£000's)	2019/20 (£000's)	Comments
UD031g	Milton Rd Library Community Meeting Space (S106)	D Kaye	100	0	0	0	Prioritised by North Area Committee in February 2014 (which is the equivalent of a Part A for S106 projects). The County Council in June 2015 decided to revised the proposed scheme. An update from the county council is due by June 2016, so that the North Area Committee can review its S106 allocations to the scheme. The issues have been reported to Community Services Scrutiny Committee on 8 October 2015 and will be reported to North Area Committee on 19 November 2015.
UD033k	King's College School: grant for visitor sports changing facilities (S106)	I Ross	50	0	0	0	Devolved outdoor sports funding prioritised by West/Central Area Committee in January 2015 (which is the equivalent of a Part A for the S106 projects). Awaiting confirmation from the applicant that its preparations and other funding arrangements are in place before the council can proceed to consideration of the project appraisal and draft community use agreement. An update was reported to the Community Services Scrutiny Committee on 8 October 2015 and will be reported to West/Central Area Committee on 3 December 2015..
UD034j	Rouse Ball Pavilion Development	A Wilson	250	0	0	0	Prioritised by Community Services Scrutiny Committee in January 2013 (which is the equivalent of a Part A for S106 projects). The proposed scheme has been placed in the context of wider proposals for the use of Jesus Green, not least the outdoor swimming pool. It is also being considered in the context of on-going discussions about proposals for future swimming pool provision in the city and how funding for those purposes should be allocated. An update was reported to the Community Services Scrutiny Committee on 8 October 2015.
UD034m	King's College School: grant for visitor sports changing facilities (S106)	I Ross	75	0	0	0	S106 indoor sports funding prioritised by the Executive Councillor following Community Services Scrutiny Committee in January 2015 (which is the equivalent of a Part A for S106 projects). Awaiting confirmation from the applicant that its preparations and other funding arrangements are in place before the council can proceed to consideration of the project appraisal and draft community use agreement. An update was reported to the Community Services Scrutiny Committee on 8 October 2015.
UD034n	Cambridge Gymnastics Academy: grant for warehouse conversion into gym facility (S106)	I Ross	65	0	0	0	Prioritised by the Executive Councillor following Community Services Scrutiny Committee in January 2015 (which is the equivalent of a Part A for S106 projects). A project appraisal is expected in the next few months. Please note that the Executive Councillor in October 2015 has also allocated up to £75k for a trampoline/foam pit at Cambridge Gymnastics Academy's warehouse (again, subject to project appraisal and community use agreement).

Status of projects under development

Ref	Description	Lead Officer	2016/17 (£000's)	2017/18 (£000's)	2018/19 (£000's)	2019/20 (£000's)	Comments
UD034o	Netherhall School: supplementary grant for gym and fitness suite facilities (S106)	I Ross	64	0	0	0	Prioritised by the Executive Councillor following Community Services Scrutiny Committee in January 2015 (which is the equivalent of a Part A for S106 projects). A project appraisal is expected in the next few months. Please note that this supplementary grant is in addition to a specific indoor sports contribution agreed by the Joint Developer Control Committee from the Bell School development (which is being added to the PUD list).
UD034r	Cambridge Rugby Club: grant for new changing rooms (S106)	I Ross	200	0	0	0	Prioritised by the Executive Councillor following Community Services Scrutiny Committee in January 2015 (which is the equivalent of a Part A for S106 projects). An update was provided to the Community Services Scrutiny Committee in October 2015. The S106 funding allocation will be reviewed in June 2016, taking stock of the Rugby Club's fund-raising activities in early 2016.
UD037	Local Centres Improvement Programme	G Richardson	0	195	195	195	It is expected there will be greater certainty regarding the City Deal funding in part/whole for works on Milton Road, including Mitchams Corner, by mid-2016. Relevant documentation will follow as required.
UD037b	Local Centres Improvement Programme - Arbury Court	G Richardson	195	0	0	0	Parts A & B to be considered at MFR2016 at the earliest
UD472	Cherry Hinton Hall Grounds Improvements (S106)	A Wilson	400	0	0	0	Initial (outline) project appraisal agreed by the Executive Councillor following Community Services Scrutiny Committee in January 2012 (the equivalent of a Part A for S106 projects). A follow-up, more detailed project appraisal for sub-projects is expected within the next few months. Future projects being considered as part of BSR2016
UD475	Nightingale Recreation Ground Pavilion Refurbishment (S106)	I Ross	200	0	0	0	£200k provisionally allocated to this scheme in January 2014 (which is the equivalent of a Part A for S106 projects). The South Area Committee on 14 December 2015 will consider the expected follow-up funding request for a further £175k of devolved outdoor sports/community facility contributions. A project appraisal will then be developed.
UD534	Refurbishment of Park Street Car Park	S Cleary	0	0	0	0	A report regarding the 'Future of Park Street Car Park' was discussed at Strategy & Resources on 12 October
UD593	A14 mitigation schemes (previously Keep Cambridge Moving Fund contribution)	S Payne	0	0	0	1,500	The Fund is intended to support works to mitigate the impact of the road scheme from 2019 onwards. Discussions are continuing with Highways England about how impacts will be monitored and how the agency will contribute to the Fund if additional mitigation works are required
UD607	Grand Arcade LED Lights	S Cleary	286	0	0	0	Project to be rephased to 2017/18. Part A complete.

6 Councillor Cantrill

To the Executive Councillor for Finance & Resources

Lead Officer: Richard Wesbroom / John Harvey

Supporting Officer: Chris Humphries

Which projects on the capital plan currently have part A and part B approval from the Capital Programme Board? For which of the remaining projects currently on the capital plan is it the intention to seek Part A and Part B approval from the Capital Programme Board before the end of November 2015 and for which is it not the intention?

2015/16 Capital Schemes on the Capital Plan, not yet commenced, with neither project appraisal (old process) nor Parts A & B (new process)

Capital Ref - Cost Centre	Description	Lead Officer	Capital Year Budget (£000's)	Latest
SC561 - 38190	Adaptations - Riverside River Banks	A Wilson	75	No formal project underway at this time. Proposals may come forward as part of Moorings Consultation 2016. Likely to be recommended for movement into the PUD list in BSR 2016
SC574 - 38204	Essential Repairs to Car Parks	S Cleary	165	Project is unlikely to proceed at this stage. Likely to be recommended for movement into the PUD list in BSR 2016
SC588 - 38248	NW Cambridge Development Underground Collection Vehicle	M Parsons	210	Lead Officer aware and will bring forward a Part A/B as part of BSR 2016
SC598 - 38284	Supply and install generator at the Crematorium	T Lawrence	50	Full project specification underway for delivery 2016. Part of Capital Plan within Bereavement Services Business case and funded from their Asset Replacement funds
PR038 - 38283	Drainage and resurfacing works at the Crematorium/Huntingdon Road Cemetery and Newmarket Road Cemetery	T Lawrence	208	Currently reviewing options for drainage works at the Crematorium, so recommend project moves on the PUD list as part of BSR 2016, until detailed proposals have been identified. Part of Capital Plan within Bereavement Services Business case and funded from their Asset Replacement funds

2015/16 Capital Schemes on the Capital Plan, not yet commenced, with neither project appraisal (old process) nor Parts A & B (new process)

Capital Ref - Cost Centre	Description	Lead Officer	Capital Year Budget (£000's)	Latest
PR030e - 38258	Cavendish Rd (Mill Rd end) Imp. seating, paving & public art (S106)	A Wilson	38	Now that the Railway workers public art project (PR030j) has been separated out, the S106 funding for this EIP project is now for £8k, which is below the threshold for a project appraisal.
PR030f - 38259	Bath House Play Area Improvements (S106)	A Wilson	49	Public consultation on proposals currently under way. A project appraisal (for project under £75k) expected for consideration by East Area Chair, Vice Chair and Opposition Spokes in next few months.
PR030h - 38255	Romsey 'town square' public realm improvements (S106)	A Wilson	58	Public consultation on proposals expected from November. A project appraisal (for project under £75k) expected for consideration by East Area Chair, Vice Chair and Opposition Spokes in next few months.
PR032e - 38267	Accordia Trim Trail & Jnr Scooter Park (S106)	A Wilson	50	Project appraisal (for project under £75k) agreed for junior scooter facility by South Area Chair, Vice Chair and Opposition Spokes this summer. Scooter project now completed. Allocation for trim trail element to be reviewed by South Area Committee on 14 December 2015.