

# Cambridge City Council

## Housing Scrutiny Committee

**Date:** Tuesday, 4 February 2025

**Time:** 5.30 pm

**Venue:** Council Chamber, The Guildhall, Market Square, Cambridge, CB2 3QJ [access the building via Peashill entrance]

**Contact:** [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk), tel:01223 457000

### Agenda

- 1 Apologies
- 2 Declarations of Interest
- 3 Minutes (Pages 5 - 30)
- 4 Public Questions

#### **Part 1: To be chaired by Vice Chair (Tenant/Leaseholder Representative)**

##### **Decisions for the Executive Councillor for Housing**

- 5 Quarterly Housing Performance Report (Pages 31 - 56)
- 6 HRA Budget-Setting Report (BSR) 2025/26  
Report to follow.

#### **Part 2: To be taken by the Chair of the Committee**

##### **Decisions for the Executive Councillor for Community Safety, Homelessness and Wellbeing**

- 7 Homelessness Prevention Grants (Pages 57 - 76)

##### **Decisions for the Executive Councillor for Housing**

- 8 Cambs Home Improvement Agency (Cambs HIA) -  
works contractor procurement (Pages 77 - 84)

**Housing Scrutiny Committee Members:** Griffin (Chair), Robertson (Vice-Chair), Gawthrop Wood, Gardiner-Smith, Lee, Martinelli, Swift, Thittala and Tong

**Alternates:** Bennett, Nestor, Porrer, Pounds and Young

**Tenants and Leaseholders:** Diane Best (Leaseholder Representative), Harmony Birch (Tenant Representative), Diana Minns (Tenant Representative), Mandy Powell-Hardy (Tenant Representative) and Justyna Ulman-Jaworska (Tenant Representative)

**Executive Councillors:** Bird (Executive Councillor for Housing) and Holloway (Executive Councillor for Community Safety, Homelessness and Wellbeing)

## Information for the public

The public may record (e.g. film, audio, tweet, blog) meetings which are open to the public.

For full information about committee meetings, committee reports, councillors and the democratic process:

- Website: <http://democracy.cambridge.gov.uk>
- Email: [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk)
- Phone: 01223 457000

This Meeting will be live streamed to the Council's YouTube page. You can watch proceedings on the livestream or attend the meeting in person.

Those wishing to address the meeting will be able to do so virtually via Microsoft Teams, or by attending to speak in person. You must contact Democratic Services [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk) by 12 noon two working days before the meeting.

**The full text of any public question must be submitted in writing by noon two working days before the date of the meeting or it will not be accepted. All questions submitted by the deadline will be published on the meeting webpage before the meeting is held.**

Further information on public speaking will be supplied once registration and the written question / statement has been received.

## Housing Scrutiny Committee

### Terms of Reference

**A.** Overview and scrutiny of the strategic and other housing functions for which the Executive Councillor for Housing is responsible, including responsibility for the development of housing strategies and policies, tackling homelessness, the Council's housing responsibilities with regard to the private rented sector, bringing vacant homes back into use, the development of new homes and partnership working with other housing providers.

**B.** Overview and scrutiny of functions relating to the management of the Council's housing stock.

**C.** To be the main discussion forum between the Council, its tenants and its leaseholders for all matters relating to the landlord function of Cambridge City Council.

### Membership

City Councillors (Such number as shall be decided by the Council from time to time)

Six elected tenants and leaseholders of Cambridge City Council of whom at least five shall be tenants of Cambridge City Council.

### Appointment of tenant and leaseholder members

Tenant and leaseholder members shall be co-opted by the Scrutiny Committee following the procedure for election set out in the Overview and Scrutiny Procedure Rules in Part 4E.

### Voting

Tenant and leaseholder members are voting members in respect of matters concerning the management of the Council's housing stock (Part 1 of the agenda.) Tenant and leaseholder members may contribute to discussion of other matters (Part 2 of the agenda) but shall not have a vote.

### Appointment of Chair

The Chair of the Scrutiny Committee shall be appointed by the Council and be a councillor and shall chair Part 2. The Vice-chair shall be nominated by the elected tenants and leaseholders and shall chair Part 1 if present. If the Chair or Vice-chair is not present, a councillor shall be appointed as the Vice-chair for that meeting.

**Other matters relating to elected tenants and leaseholders**

These are set out in the Overview and Scrutiny Procedure Rules in Part 4E. They include information about the roles, responsibilities and training of tenant and leaseholder representatives, expenses and allowances, and the circumstances in which they may cease to be members of the Committee.