

**COMMUNITY SERVICES SCRUTINY COMMITTEE**

13 October 2011  
1.30 am - 4.42 pm

**Scrutiny Committee Members:** Councillors Kerr (Chair), Kightley (Vice-Chair), Al Bander, Blackhurst, Brown, Moghadas, O'Reilly and Reiner

**Executive Councillors:**

Councillor Cantrill, Executive Councillor for Arts, Sport and Public Places  
Councillor Bick, Executive Councillor for Community Development and Health  
Councillor Smart, Executive Councillor for Housing

**Non-voting co-optees:** Diane Best and Kay Harris

**Officers Present:**

Liz Bisset, Director of Customer and Community Services  
Simon Payne, Director of Environment  
Simon Pugh, Head of Legal  
Chris Humpris, Principal Accountant  
Alan Carter, Head of Strategic Housing  
Debbie Kaye, Head of Active Communities  
Trevor Woollams, Head of Community Development  
Toni Ainley, Head of Streets and Open Spaces  
Paul Nucus, Head of Specialist Services  
Jo Dicks, Principal Scientific Officer  
Justin Smith, Home Energy Officer  
Jackie Hanson, Operations and Resources Manager  
Nadine Black, Senior Arts and urban Design Officer  
Elaine Midgley, Arts Development Manager  
Alistair Wilson, Green Spaces Manager  
Toni Birkin, Committee Manager

<b>FOR THE INFORMATION OF THE COUNCIL</b>
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**11/53/CS Apologies**

Apologies were received from Councillor Todd-Jones and Tenant Representative Brian Haywood.

**11/54/CS Minutes**

The minutes of the meeting of the 30<sup>th</sup> June 2011 were approved and signed as a correct record.

**11/55/CS Declarations of Interest**

<b>Councillor</b>	<b>Item</b>	<b>Interest</b>
Al Bander	11/57/CS	Personal interest as a tenant.
<b>Tenant / Leaseholder Representative</b>	<b>Item</b>	<b>Interest</b>
Kay Harris	11/57/CS	Personal interest as a tenant.
Diane Best	11/57/CS	Personal interest as a Leaseholder.

**11/56/CS Public Questions (See information below)**

There were no public questions.

**11/57/CS Compensation for Home Loss****Matter for Decision:**

The report consolidated current practice in compensating and supporting tenants who are required to move from their home into a policy statement. The policy statement includes how compensation and support for leaseholders will be addressed

**Decision of Exec Cllr for Housing:**

Approved the Home Loss Policy set out as Appendix 1 of the report.

**Reason for the Decision:**

The Council has undertaken a number of refurbishment schemes in the past that has required tenants to move out of their homes to enable the works to be

carried. For example, recently a significant amount of movement has been required as part of the Sheltered Housing Modernisation Programme.

Officers have developed ways of working to support tenants who have been required to move and compensation payments have been made in line with legislation and best practice.

**Any alternative options considered and rejected:**

N/A

**Scrutiny Considerations:**

The committee received a report from the Head of Strategic Housing regarding the Compensation for Home Loss policy.

The committee welcomed the report and clarity with which it was written. However, a small gap in the policy would need to be addressed regarding non-resident leaseholders and their sub leasees. The legislations state that non-resident leaseholders are not entitled to home loss compensation and their tenants also fail to qualify. The Council would however offer assistance to sub-leasees who lost their homes in this way to find alternative accommodation. The policy would be amended to clarify these points. A small error in the numbering would also be amended.

The Scrutiny Committee considered and endorsed the recommendations in the report by 6 votes to 0.

The Executive Councillor for Housing approved the recommendations.

**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

**11/58/CS Heatseekers Scheme**

**Matter for Decision:**

Cambridge City Council had been approached about introducing the HeatSeekers scheme in Cambridge. The scheme offers a new approach to promoting energy efficiency within the home through citywide thermal imaging of properties. A resident would be offered tailored advice and the opportunity to have insulation installed with the assistance of government grants.

**Decision of Exec Cllr for Housing:**

- I. Approved the introduction and promotion of the scheme.
- II. Agreed that Cambridge City Council would work with the Mark Group as described in the Memorandum of Understanding.

**Reason for the Decision:**

The scheme offers significant benefits to Cambridge City Council's objectives regarding climate change, but more importantly it will also help residents to save money and to reduce fuel poverty within the city. The timing is also significant, as the scheme will encourage residents to take advantage of their current grant entitlement.

**Any alternative options considered and rejected:**

Not applicable.

**Scrutiny Considerations:**

The committee made the following responses to the Heatseekers report presented by the Principal Scientific Officer.

- I. Concerns were raised about the legal status of the memorandum of understanding; this does not have the status of a formal contract as no money was changing hands.
- II. Members questioned data protection and privacy aspect of the proposal and the officer assured them that individual properties or vehicles would not be identifiable.
- III. The images would only be seen by the householder and would be retained only for the length of the project (one year or until funding is exhausted).
- IV. Members requested a minor change to the wording to delete the word 'known' be taken out of the Memorandum of Understanding document (Appendix i, page 3 section 3.3) relating to data protection issues. In response to member's questions the officer confirmed that feedback from other authorities that had used the company had been good.
- V. Complaints had been minimal and related to missed appointments or minor post installation issues.
- VI. Members were concerned that vulnerable residents might be exposed to pressure selling and the officers confirmed that controls were in place to prevent this.
- VII. It was agreed that the information gathered would give a good indication of the level of properties in the City that had a poor thermal performance.

The Scrutiny Committee considered and endorsed the recommendations in the report by 6 votes to 0.

The Executive Councillor for Housing approved the recommendations.

**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

**11/59/CS Installation of improved stage lighting at Cambridge Corn Exchange**

**Matter for Decision:**

The project appraisal outlined a proposal for the replacement of outdated lighting equipment at the Corn Exchange in order to improve commercial viability, energy efficiency and customer experience.

**Decision of Exec Cllr for Arts, Sport and Public Places:**

**A. Financial recommendations:**

The Executive Councillor agreed to recommend this capital scheme (which is not included in the Council's Capital Plan) for approval by Council, subject to resources being available to fund the capital and revenue costs associated with the Scheme. The initial estimated total capital cost of the project is £25,000, and it is proposed that this funded from the Corn Exchange R&R fund.

**B. Procurement recommendations:**

- I. The Executive Councillor approved the carrying out and completion of the procurement of lighting equipment. It is estimated that lighting equipment would cost in the region of £25,000.
- II. If the quotation or tender sum exceeds the estimated contract value by more than 15% the permission of the Executive Councillor and Director of Finance will be sought prior to proceeding.

**Reason for the Decision:**

This project is to replace Corn Exchange stage lighting equipment that increases the commercial position of the business, better meets the needs of promoters and artists, is more energy efficient and provides a better experience to customers.

**Any alternative options considered and rejected:**

Not applicable.

**Scrutiny Considerations:**

Not applicable.

The Executive Councillor for Arts, Sport and Public Places approved the recommendations.

**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

**11/60/CS Wulfstan Way Public Art Commission****Matter for Decision:**

The carrying out and completion of the procurement of the Wulfstan Way Public Art Commission. The commission to develop and implement public participation in the project and to design, build and install the artwork/s will be submitted for tender to both local and national artists. Cambridge City Council's procurement procedure will be followed.

**Decision of Exec Cllr for Arts, Sport and Public Places:****Financial recommendations:**

The Executive Councillor agreed to recommend this capital scheme (which is not included in the Council's Capital Plan) for approval by Council, subject to resources being available to fund the capital and revenue costs associated with the Scheme. The total capital cost of the project is £45,000 this is to be funded from Developer Contributions.

**Procurement recommendations:**

- I. The Executive Councillor approved the carrying out and completion of the procurement of the Wulfstan Way Public Art Commission.
- II. If the quotation or tender sum exceeds the estimated contract value by more than 15% the permission of the Executive Councillor and Director of Finance will be sought prior to proceeding.

**Reason for the Decision:**

In September 2010, South Area Committee approved an Environmental Improvement Project for Wulfstan Way. The proposals for the scheme included the principle of the inclusion of public art within the project. The proposals for the Environmental Improvements were developed in consultation with the local community and there was an aspiration for the project to include artist

designed seating. The principles for a public art commission as part of this wider project have now been developed and a budget set.

**Any alternative options considered and rejected:**

Without the project there would be not be any provision of seating within the new Local Centre.

**Scrutiny Considerations:**

Not applicable.

The Executive Councillor for Arts, Sport and Public Places approved the recommendations.

**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

**11/61/CS Community Olympic Public Art Commission**

**Matter for Decision:**

The project, is for a public art commission, which was inspired by the 'Olympic Mission' of equality, diversity, peace and the promotion of a healthy environment to aid the integration of new residents within existing communities and to influence the identity, cohesiveness and social dynamics of those communities. The project would take place in four communities of Cambridge, culminating in an 'event', where all four communities are brought together on Parker's Piece within a common cause. The 'event' would coincide with the arrival of the Olympic Torch relay, which passes through Cambridge in July 2012.

**Decision of Exec Cllr for Arts, Sport and Public Places:**

**Financial recommendations:**

The Executive Councillor agreed to recommend this capital scheme for approval by Council, subject to resources being available to fund the capital and revenue costs associated with the Scheme. The total capital cost of the project is £129,000, and it is proposed that £99,000 be funded from Developer Contributions and £30,000 made available from the Big Weekend 2012 budget to support the project.

**Procurement recommendations:**

- I. The Executive Councillor approved the carrying out and completion of the procurement of the Community Olympic commission.

- II. If the quotation or tender sum exceeds the estimated contract value by more than 15% the permission of the Executive Councillor and Director of Finance will be sought prior to proceeding.

**Reason for the Decision:**

The project is inspired by the Olympic Mission to address the integration of new residents within existing communities and to influence the social dynamics of those communities. Artists will be commissioned to use the three core values of Olympism to explore the notions of equality, diversity, peace and the promotion of a healthy environment in four communities of Cambridge.

**Any alternative options considered and rejected:**

Not applicable.

**Scrutiny Considerations:**

The committee received a report from the Senior Arts and Urban Design Officer regarding the Community Public Art Commission. She tabled some examples of what had been achieved in other areas and outlined the goals of the project as per the report.

In response to members questions she outlined the selection process. Previous research and local knowledge had identified a small number of organisations deemed capable of delivering the desired goals. The deadlines are tight and a robust tender process would be necessary to ensure delivery of a high quality project that could engage the community and leave a lasting legacy.

Members questioned community involvement in the project and the diversity of engagement. The officer responded that the project would look for engagement across the four area committee area. The correct artist would be able to work in partnership with different community groups. Leaving a legacy of skills and networks for the future.

It was agreed that this is a once in a lifetime opportunity for the City. It was noted that the funding was to come from Section 106 developer contributions rather than council funds.

The Scrutiny Committee considered and endorsed the recommendations in the report unanimously (8 votes to 0).

The Executive Councillor for Arts, Sport and Public Places approved the recommendations.



**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

**11/62/CS Leisure Grants Priorities****Matter for Decision:**

The report recommended Leisure Grant Priorities for 2012-14 aligning them to the arts and sports strategies and changes to the funding arrangements and criteria following consultation with voluntary and community organisations including current grant recipients.

**Decision of Exec Cllr for Arts, Sport and Public Places:**

- I. Approve the proposed Leisure Grant Priorities as detailed in 4.2 of the report.
- II. Approved the proposed funding arrangements and eligibility criteria as detailed in 4.3 and 4.4 of the report

**Reason for the Decision:**

The need had arisen to consolidate the funding into succinct priorities to enable the grants to continue to support the council's strategic objectives. Following approval to review the grants by this committee in March 2011 draft grant priorities, funding arrangements and eligibility criteria were produced for consultation.

**Any alternative options considered and rejected:**

The current method of awarding grants has resulted in some groups receiving funding from the Council over a sustained period of time, so any changes to priorities and processes will need to be carefully assessed, communicated and implemented in phases to support groups to manage the changes and protect services as far as possible.

**Scrutiny Considerations:**

The committee received a report from the Operations and Resources Manager regarding Leisure Grant Priorities. Member agreed that it was time to review the number of organisation that had been funded long term by the grants process. Those organisation would be assisted to find alternative funding freeing up resources for other agencies to be assisted.

The Scrutiny Committee considered and endorsed the recommendations in the report by 6 votes to 0.

The Executive Councillor for Arts, Sport and Public Places approved the recommendations.

**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

**11/63/CS Tree Planting on City Parks and Open Spaces**

**Matter for Decision:**

The Council had identified the need to increase the investment in tree planting as detailed in the Budget Setting Report for 2011/12, in which the Council approved a four-year planting programme totalling £200,000. Approval was needed to implement the programme.

Provisional tree planting opportunities for Years 1 to 4 had been identified and detailed by Officers.

The City Council's Area Committees would be consulted on the proposals, and given the opportunity to decide, and approve planting schemes.

**Decision of Exec Cllr for Arts, Sport and Public Places:**

- I. Approved the four-year planting schedule at paragraph 4.5 to 4.8 of the report.
- II. Approved the list of proposed sites in each year.
- III. Delegated the final decision on proposed planting schemes to the relevant Area Committee(s).
- IV. Instructed Officers to pilot a Tree Warden Scheme in the City.
- V. Instructed Officers to prepare a progress report for Spring 2013.

**Reason for the Decision:**

The City Council is one of the largest single owner of trees in Cambridge. The Council owns trees on public land such as parks and play areas, and also in local nature reserves, cemeteries, allotments, and other Council premises including the riverbank.

Trees are widely, and increasingly, recognised as an important contributor to people's wellbeing and to the liveability of places, both in rural and urban

contexts. The City Council recognises the importance of managing and enhancing the City tree stock, to maximise these benefits and to ensure their continuance in the face of the threats that face trees now and in the coming years.

**Any alternative options considered and rejected:**

Not applicable

**Scrutiny Considerations:**

The committee received a report from the Green Spaces Manager, regarding the Tree Planting on City Parks and Open Spaces.

Members Suggested that consultation should be as wide as possible and not restricted to know interest groups. Concerns were raised regarding the sensitivity of tree issues in the City.

The officer confirmed that Area Committees would be able to adapt and amend the proposals. Councillor Cantrill stated his commitment to devolving local decisions down to Area Committees. It was hoped that involving the community would promote a feeling of ownership of the trees and safeguard their future.

The Scrutiny Committee considered and endorsed the recommendations in the report by 6 votes to 0.

The Executive Councillor for Arts, Sport and Public Places approved the recommendations.

**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

**11/64/CS Contracts for the supply of services to the Cambridge Folk Festival**

**Matter for Decision:**

To authorise the Arts & Recreation department to invite competitive tenders for services for forthcoming Folk Festivals.

The services to be tendered comprise:

	<b>Term</b>	<b>Estimated Contract Value</b>
Power & Lighting	3 years	£260,000

Marquees	1 year	£80,000
Online Ticketing	1 year	£18,000 per annum (£54,000 total) (with extension options for a further 2 years)

**Decision of Exec Cllr for Arts, Sport and Public Places:**

- I. Authorised the Head of Arts & Recreation to tender for contractors to provide services for the Folk Festival.
- II. Authorised the Head of Arts and Recreation to award the contract(s) to the most favourable tender(s), in accordance with pre-determined selection criteria.

**Reason for the Decision:**

- I. The current contracts for Folk Festival provision for marquees and power & lighting have expired.
- II. The contract for online ticketing will expire after 2012 but an early procurement is required to ensure that tickets for the 2013 event can be sold from August 2012.
- III. A contract of 3 years is recommended for power & lighting but will include a clause to allow us to end the contract sooner if required.
- IV. A contract of only one year is to be offered to marquees to accommodate possible changes to the Folk Festival specification as a result of anticipated re-development of the propagation centre at Cherry Hinton Hall.
- V. A contract for online ticketing services will be offered for one year initially, with an option to extend for up to a maximum of three years in total. This will allow for flexibility to change the ticketing structure if desired for future festivals, which may require a different service to be provided. An annual extension option will enable a fast contracting process if no significant changes are required to the specification.

**Any alternative options considered and rejected:**

Not applicable.

**Scrutiny Considerations:**

The committee received a report from the Arts Development Manager regarding contracts for the Supply of Services to the Folk Festival. Members were satisfied with the proposals.

The Scrutiny Committee considered and endorsed the recommendations in the report by 6 votes to 0.

The Executive Councillor for Arts, Sport and Public Places approved the recommendations.

**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

**11/65/CS Change of Use of City Council Mooring - ChYpPS Play Boat Mooring Requirements**

**Matter for Decision:**

The Children and Young People's Participation Service (ChYpPS) wish to consider the use of an existing commercial mooring on Jubilee Gardens as an operational base. This would require the change of usage from commercial to educational.

**Decision of Exec Cllr for Arts, Sport and Public Places:**

- I. Approved the permitted change of use of the existing mooring to allow the Play Boat to be based in Jubilee Gardens.
- II. Agreed the levy of an annual fee, equivalent to the annual charge for a residential river mooring licence.

**Reason for the Decision:**

The Play Boat is a Community Development project that increases opportunities for children and young people to access the river and surrounding open spaces, it also provides open access play sessions and residential opportunities.

Since the arrival of the boat in January 2011, the boat has been moored outside the City. The travel to collect the boat combined with the time taken to navigate the river to the collect point results in a considerable 'downtime' period as well as additional travel costs. A permanent mooring in the City will increase the efficiency of the boats operation and availability.

**Any alternative options considered and rejected:**

Officers have considered the loss of potential external commercial income and the inequality of residential moorers paying but not the Play Boat. Officers

believe that benefits to the local community outweigh any potential loss of income.

**Scrutiny Considerations:**

The committee received a report from the Green Spaces Manager regarding the Play Boat Mooring. Members agreed that the boat should be in the City and the suggested mooring place would add to its visibility. Councillor Cantrill stated that the boat was a welcome addition to the resources available for children and young people in the City.

The Scrutiny Committee considered and endorsed the recommendations in the report unanimously (8 votes to 0).

The Executive Councillor for Arts, Sport and Public Places approved the recommendations.

**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

**11/66/CS Review Of Use Of The Regulation Of Investigatory Powers Act****Matter for Decision:**

- I. A Code of Practice was introduced in April 2010 and recommended that councillors should review their authority's use of the Regulation of Investigatory Powers Act 2000 (RIPA) and set its general surveillance policy. The report sets out the Council's use of RIPA and the present surveillance policy.
- II. The report also sets out some planned changes to the RIPA regime.
- III. Finally, the report seeks authority to enter into a protocol with Cambridgeshire Police governing co-operation provided by the City Council to the Police when the latter uses RIPA powers.

**Decision of Exec Cllr for Community Development and Health:**

- I. Noted the review the Council's use of RIPA as set out in paragraph 5.1 of the report.
- II. Noted and endorse the steps described in paragraph 5.1 and in Appendix 1 of the report to ensure that surveillance is only authorised in accordance with RIPA.
- III. Approved the general surveillance policy in Appendix 1 to the report subject to:

- a) *The deletion of the Head of Legal Services as an approved authorising officer in Appendix One; and*
- b) *The deletion of the first paragraph 10.1.2 (on page 161 of the agenda), its replacement with*  
*“Before submitting an application for authorisation, you must supply a copy of your request to the Head of Legal Services. You may only submit your application if you obtain the approval of the Head of Legal Services.*

*And renumbering from the second paragraph 10.1.2 (on page 162 of the agenda).*

- IV. Authorised the Director of Environment to enter into the protocol in Appendix 2 of the report.
- V. Agreed that the Council’s Monitoring Officer should act as the Council’s Senior Responsible Officer for RIPA purposes.
- VI. Welcomed the wider supervisory role for by councillors provided for the Home Office Code of Conduct in respect of the use of RIPA powers and in respect of policy.

**Reason for the Decision:**

The Regulation of Investigatory Powers Act imposes controls on the circumstances in which public bodies can use covert investigative methods in connection with their statutory functions. Local authorities may only use these methods for the purpose of preventing or detecting crime or of preventing disorder.

**Any alternative options considered and rejected:**

Not applicable

**Scrutiny Considerations:**

The committee received a report from the Head of Legal regarding the Review of the Use of Regulation of Investigatory Powers Act 2000.

The Director of Customer and Community Services confirmed that a conservative approach had been taken and most requests to RIPA powers had been refused. Permission had been given on one occasion and with hindsight permission for this request required Police approval. Following that incident, the controls had been tightened and there had been no further use of RIPA.

Members raised the following issues:

- I. If the use of RIPA were to increase in future members would like to be informed as soon as possible.
- II. Clarity was requested on the involvement of members in individual cases. The guidance is clear that this is not advisable.
- III. In response to member questions it was confirmed that RIPA is seen as a last resort when all other options had failed.
- IV. Members questioned how the bar was set and who decided what was reasonable. Officers confirmed that a proportionality test is applied.
- V. Members raised concerns about the protection of intelligence and information and were assured that there are no circumstances which would allow Cambridge City Council to access an individual's phone or email messages.

Members felt that some elements of the policy lacked clarity and suggested the amendments were needed. Councillor Kerr proposed and Councillor Brown seconded the following amendments.

*1. Amend recommendation 2.3 to read:*

“To approve the general surveillance policy in Appendix 1 to this report subject to:

- c) The deletion of the Head of Legal Services as an approved authorising officer in Appendix One; and
- d) The deletion of the first paragraph 10.1.2 (on page 161 of the agenda), its replacement with  
“Before submitting an application for authorisation, you must supply a copy of your request to the Head of Legal Services. You may only submit your application if you obtain the approval of the Head of Legal Services.

And renumbering from the second paragraph 10.1.2 (on page 162 of the agenda).

*2. Add new recommendation 2.6*

“To welcome the wider supervisory role for councillors provided for by the Home Office Code of Conduct in respect of the use of RIPA powers and in respect of policy.”

**Resolved:** The amendments were agreed by 6 votes to 0.



The relationship between the Police and Cambridge City Council regarding the use of council cameras for Police approved RIPA activities was discussed. The council was not obliged to agree to such use.

The Scrutiny Committee considered and endorsed the revised recommendations in the report by 6 votes to 0.

The Executive Councillor for Community Development and Health approved the recommendations.

**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

**11/67/CS Community Cohesion and Inclusion Initiatives**

**Matter for Decision:**

The report provides an update on progress with work to engage, and work with, Muslim communities within the City to strengthen mutual understanding and community cohesion. The Executive Councillor is asked to approve recommendations for allocating the remaining funding to 3 larger projects are made.

**Decision of Exec Cllr for Community Development and Health:**

- I. Agreed to award a grant to the YMCA for the project set out at 5.1 of the report.
- II. Agreed funding based on the projects set out at 5.3, and 5.4 of the report.
- III. Agreed funding, in principle, for the project set out at 5.5 of the report, subject to agreement of the scoping report and consultation with Chair and Spokes.

**Reason for the Decision:**

The report described how the work had been taken forward collectively with a steering group of representatives of Muslim communities and the voluntary sector since a report to the committee in January 2011.

It sets out how some of the one-off 'Prevent' funding was used to support the highly successful Mela held as part of Big Weekend in July, and some funding

had been allocated, through a grants process, to support a programme of small projects (up to a value of £5,000) run by primarily Muslim and BME community groups. A recommendation is made to award a grant of £6,000 to the YMCA.

The report also explained how some larger projects have been and were being developed by officers, in consultation with the steering group, to respond to some themes that came out of the grants process.

**Any alternative options considered and rejected:**

Not applicable.

**Scrutiny Considerations:**

The committee received a report from the Head of Community Development regarding Community Cohesion and Inclusion Initiatives. Members agreed that this one time only funding had been put to good use. Cambridge had not had problems with racial tensions and the programme had promoted racial harmony for the future. Members praised the steering group, officers, community leaders and groups for the successful outcomes of the programme.

The Scrutiny Committee considered and endorsed the recommendations in the report unanimously (8 votes to 0).

The Executive Councillor for Community Development and Health approved the recommendations.

**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

**11/68/CS Interim Report CCTV Review 2011-2012**

**Matter for Decision:**

A review of the City's CCTV services had been commissioned to examine viable options for delivering the CCTV service with savings, looking at the broader objectives around community safety within the city.

**Decision of Exec Cllr for Community Development and Health:**

- I. Noted the CCTV Review interim report.

- II. Agreed to support the recommendation to adopt the principle of risk management in redesigning the CCTV operations to achieve significant savings in the cost of running the Service.
- III. Agreed to delegate authority to the Director of Environment, in consultation with the Executive Councillor for Community Development and Health, Chair and Spokesperson to complete the redesign of the Service in line with evidence-based risk approach, in accordance with the Council's Organisational Change policy and the Council's savings targets.

**Reason for the Decision:**

An interim report had found that the CCTV service benefits Cambridge by helping to reduce crime, and that the service has up to date equipment, is very professionally run and properly administered. While incidents seen and activity within the CCTV control room varies during the day, between days and over the year, staffing levels and live monitoring hours currently provide blanket coverage.

The report recognises that changing the design of the service without reducing its overall effectiveness may improve the efficiency and reduce the costs of CCTV, through the use of evidence-based risk management. The report also identifies that there is also potential to reduce management and capital costs.

The current Pay Review being undertaken by the Council will have implications for the level of savings delivered by this review.

**Any alternative options considered and rejected:**

Not applicable.

**Scrutiny Considerations:**

The committee received a report from the Head of Specialist Services regarding the Interim CCTV review 2011-12. Consultant Richards Childs and the Director of Environment were also present to discuss the item.

Mr Childs suggested that the existing CCTV were efficient and hard working. However, adopting a risk based approach would allow significant changes to be made which could improve efficiency and economy. It was suggested that the use of special constable in the control room could also be considered.

Members raised the following issues:

- I. A calculated approach to risk would improve efficiency but would involve compromises.

- II. The existing staff are skilled and knowledgably and could not be replaced by an automated system.
- III. Alternative CCTV in the area (retail and public transport systems) is fragmented and cannot supplement the Council system.
- IV. In response to questions it was confirmed that the changes would not mean an unmanned system. Staff would and their skills would be retained. However, there are significant times of the day when those staff have very little to do.
- V. Members suggested that the CCTV system gives visitors to the City a feeling that they were in a safe place. The value of public perception should not be underestimated.
- VI. Members were reassured that the cameras would record at all times and that any periods when the control room was unmanned would not be disclosed to the public for fear of inviting crime.
- VII. Members asked how flexible the new approach would be and were assured that it would be responsive the emerging trends and event.

The Scrutiny Committee considered and endorsed the recommendations in the report by 5 votes to 0.

The Executive Councillor for Community Development and Health approved the recommendations.

**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

**11/69/CS Replacement of CCTV Cameras**

**Matter for Decision:**

The Executive Councillor is asked to approve the purchase and installation 21 new digital CCTV cameras to replace cameras coming to the end of their operational life and to operate with the new communications infrastructure.

**Decision of Exec Cllr for Community Development and Health:**

**Financial recommendations:**

- I. The Executive Councillor recommend this capital scheme (which is not included in the Council's Capital Plan) for approval by Council subject to resources available to fund the capital and revenue costs associated with the Scheme. The total capital cost of the project is £70,000, and it is proposed that this funded from:

- CCTV R&R funds
  - Property Services Arbury Court CCTV R&R fund.
- II. The estimated revenue savings of the project are linked to the new Communications Project already underway and will help contribute to the estimated full year saving of £35,000 starting in financial year 2012/13.

**Procurement recommendations:**

- III. Approved the procurement of 21 replacement CCTV cameras, which are coming to the end of their operational life, and to help make savings towards the new communications system for the City's CCTV service.
- IV. If the quotation or tender sum exceeds the estimated contract value by more than 15% the permission of the Executive Councillor and Director of Resources will be sought prior to proceeding.

**Reason for the Decision:**

This project will contribute to achieving the Council's vision of a city where people behave with consideration for others and where harm and nuisance are confronted wherever possible without constraining the lives of all.

**Any alternative options considered and rejected:**

Not applicable.

**Scrutiny Considerations:**

The committee received a report from the Head of Specialist Services regarding the Replacement of CCTV cameras. In response to member questions, the officer confirmed that the replacements would be on a like for like basis and would be wireless.

The Scrutiny Committee considered and endorsed the recommendations in the report by 5 votes to 0.

The Executive Councillor for Community Development and Health approved the recommendations.

**Conflicts of interest declared by the Executive Councillor (and any dispensations granted)**

N/A

## **11/70/CS Decisions Made by Executive Councillors**

### **18a Latimer Close Scheme Approval**

The Head of Strategic housing explained why this decision had been taken ahead of the meeting and the financial benefits this brought to the Council. The partnership process has been agreed and a preferred partner, KeepMoat , had been selected for this and future projects.

In response to member questions he confirmed that tenants had been consulted and were receiving individual support to assist them with the required decant.

The committee noted the decision.

The meeting ended at 4.42 pm

**CHAIR**