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Cambridge City Council

COMMUNITY SERVICES SCRUTINY COMMITTEE

To: Proposed Membership:

Councillors Al Bander, Blackhurst, Brown, Kerr, Kightley, Moghadas, O'Reilly, Reiner, Todd-Jones. Alternates: Dryden and Tucker

Proposed Executive Councillors:

Executive Councillor for Housing: Councillor Smart

Executive Councillor for Arts, Sport and Public Places: Councillor Cantrill

Executive Councillor for Community Development and Health: Councillor Bick

Despatched: Wednesday, 18 May 2011

Date: Thursday, 26 May 2011

Time: 12.00 pm

Venue: Council Chamber - Guildhall

Contact: Glenn Burgess

Direct Dial:

AGENDA

1 APPOINTMENTS TO OUTSIDE BODIES

The Scrutiny Committee is requested to recommend appointment to the outside bodies listed below.

The Executive Councillor for Community Development & Health, the Executive Councillor for Housing and the Executive Councillor for Arts, Sport and Public Places will be asked to agree the appointments.

Adults Wellbeing and Health Scrutiny Committee (led by County Council) (1 + 1 alternate)

Cllr: Brown

Alternate: O'Reilly

Cambridgeshire Children's Trust (1 + 1 alternate)

Cllr: Executive Councillor for Community Development and Health (Opposition Spokes: Cllr Herbert)

Alternate: Director of Customer and Community Services

City Community Safety Partnership (1)

Cllr: Executive Councillor for Community Development and Health
(Opposition Spokes: Cllr Herbert)

City and South Cambs Area Children's and Young People Partnership (1)

Cllr: Executive Councillor for Community Development and Health
(Opposition Spokes: Cllr Herbert)

Community Wellbeing Partnership (2)

Cllrs: Executive Councillor for Community Development and Health and the
Excutive Councillor for Housing
(Opposition Spokes: Cllr Herbert)

The Junction (5)

Cllrs: Brown, Kerr, Kightley, Owers and Moghadas

Older Peoples Champion (1)

Cllr: Swanson

Young peoples Champion (1)

Cllr: Kerr

Addenbrookes Board of Governors (1)

Cllr: Swanson

Children and Young People's Participation Service Review Panel (3)

Cllrs: Taylor, Blackhurst and O'Reilly

2 EXECUTIVE COUNCILLORS DELEGATIONS TO OFFICERS

At their meeting on 16 May 2011 (minute number 11/25/Civ), the Civic Affairs Committee received a report from the Head of Legal Services regarding updating the scheme of delegation to reflect the corporate restructure.

Subsequently Executive Councillors are recommended to approve the following:

Service Area Delegations: Executive Functions

Power delegated by Executive Councillor for Housing to the Director of Customer and Community Services:

- Provision of Housing Options Advice
- Measures to prevent and reduce homelessness
- Maintenance and operation of the Housing Register
- Nomination of Households for social rental housing
- Implementation of Right to Buy legislation

The general management, regulation and control of the Council's housing stock and land, including:

- The carrying out of housing repairs and maintenance;
- Selection of tenants;
- The fixing of appropriate rents for individual Council dwellings and garages, in accordance with the Council's policy on rent fixing;
- Tenancy relations and enforcement of tenancy conditions;
- Rent collection and recovery;
- Recovery of possession of the Council's housing stock, garages and land, subject to consultation with the Executive Councillor for Housing and spokesperson/s of the Scrutiny Committee in cases where:
 - Notices of Seeking Possession are to be served under grounds 9-16 of Schedule 2 of the Housing Act 1985;
 - It is proposed to enforce a possession order.
- Letting of other property holdings within the Housing Revenue Account, including the grant and renewal of leases, provided that no lease of land exceeding 100 square metres or of property shall be for more than 30 years.

Management of Supported Housing, including:

- Sheltered accommodation for the elderly
- Care Call Service
- Temporary Housing for the Homeless
- Tenancy Relations, Harassment and Protection from Eviction
- Renovation grants
- Home Aid Agency

Power delegated by Executive Councillor for Arts, Sport and Public Places to the Director of Customer and Community Services:

- Management of existing sport, leisure and community facilities
- Management of the Corn Exchange and the programme of events held there, subject to financial targets approved by the Executive Councillor for Arts & Recreation
- Promotion and provision of programmes of entertainment

Power delegated by Executive Councillor for Arts, Sport and Public Places to the Director of Environment:

- Management of allotments, including selection of tenants
- Management of commons, nature reserves, parks, open spaces and amenity areas, including:
 - granting and refusing applications for the use of those areas
 - functions relating to the grazing of stock

Power delegated by Executive Councillor for Community Development and Health to the Director of Customer and Community Services:

- Community Safety
- Preparation and implementation of programmes of children's playschemes and community arts.
- Preparation and implementation of programmes for children, young people, and neighbourhood community development facilities and services.
- Racial Harassment Service

Power delegated by Executive Councillor for Community Development and Health to the Director of Environment:

- Burials and Cremation Service

Powers delegated by the Executive Councillor for Housing to the Head of Property Services:

- Implementation of Right to Buy legislation

Service Area Delegations: Executive and Regulatory Functions

Powers delegated by Executive Councillor for Housing to the Head of Refuse and Environment:

All powers concerned with ensuring proper maintenance, upkeep and management of properties for the protection of the safety and well-being of private sector residents including action on Category 1 & 2 hazards, overcrowded or vacant housing, and the exercise of powers relating to houses in multiple occupation, but excluding:

- The making of a clearance area declaration.
- The making of a general improvement area declaration.
- The making of demolition orders.
- The making of compulsory purchase orders.
- The making of Interim and Final Empty Dwelling Management Orders
- The making of Interim and Final Management Orders.
- The making of additional HMO licensing schemes.
- The making of Selective HMO Licensing

Specific Delegations: Executive Functions

Powers delegated by the Executive Councillor for Community Development & Health to the Director of Customer and Community Services:

- Section 1, Crime and Disorder Act 1998 (relating to Anti Social Behaviour Orders and subject to notifying the Leader and the Spokesperson(s) of the Strategy Committee of any Order which has been authorised.
- To designate authorised officers for the purposes of Chapters II and III of the Act in order to comply with a recommendation from the Office of Surveillance Commissioners.
- To approve terms for the sub-letting of accommodation in Llandaff Chambers to voluntary organisations subject to consultation with the Executive Councillor for Community Development and Health and the spokesperson/s of the Scrutiny Committee and the Head of Property and Building Services.

- To review and set hire charges for community centres
- To negotiate access to, enter into agreements for and, where appropriate to manage, dual use facilities at community primary Schools and other locations, in accordance with the policies, budgets and directions of the Council and the Executive Councillor for Community Development and Health.

Power delegated by Executive Councillor for Arts, Sport and Public Places to the Director of Customer and Community Services:

- To prepare and implement the Sport Development Programme
- To waive or reduce box office commission for approved charitable functions, provided this falls within agreed policies and cash limited budgets for concessionary charges, and subject to consultation with the Executive Councillor
- To vary the scale of charges for the Corn Exchange, subject to the policies and financial targets set by the Executive Councillor.
- To negotiate and enter into contractual arrangements for artistes and promoters in relation to events for the Corn Exchange and programmes of entertainments.
- To grant concessions for the hire of the Large & Small Hall of the Guildhall

Power delegated by Executive Councillor for Housing to the Director of Customer and Community Services:

- To enter into agreements with building societies and other lenders to the effect that if they exercise their power of sale in respect of properties on which an improvement grant has been made, the Council would only seek to recover 5% in respect of the renovation grant plus -a) any proceeds of the sale after the mortgage debt has been paid in full; or(b) the balance of the grant, whichever is the less, in full satisfaction of the liability of the owner of the property.
- To approve applications for the modification or release of covenants imposed following the sale of properties (including land) under the Housing powers, in consultation with the Head of Property and Building Services.
- To carry out adaptations to Council dwellings to meet the needs of disabled/elderly tenants, within the policies and budgets of the Council up to a financial limit of £45,000 and above that limit, following consultation with the Executive Councillor for Housing and the Spokesperson(s) of the Scrutiny Committee
- To bring forward and implement or defer schemes within the Housing Programme of Work, provided that:

- the total expenditure included in the Housing Programme of Work is maintained within the total for housing schemes in the Council's MRA allocation and any previously approved Direct Revenue Funding and
 - any schemes brought forward have received the prior approval of the Executive Councillor for Housing.
- To approve applications to park motor vehicles in gardens of Council houses in accordance with any general instructions of the Council
 - To approve the erection of garages and other outbuildings in the gardens of Council houses.
 - To compensate tenants for improvements under the provisions of the Housing Act 1985
 - In accordance with the policies determined by the Council, to approve the payment of removal expenses incurred as a consequence of any order made by or on behalf of the Council under the Housing Acts or in respect of any other removal at the instigation of the Council.
 - To select applicants for shared ownership schemes; to set the terms, including price and rent, on which shared ownership leases are granted and surrendered; and to exercise general powers of management, regulation and control in respect of such schemes, including the power to forfeit leases and take other measures appropriate to enforce the terms of leases.
 - To approve or refuse assignments of shared ownership leases.
 - To nominate potential purchasers of shared ownership houses directly to existing leaseholders in order to avoid having to repurchase such houses.
 - To review annually the charges for the provision of "dropped kerbs" for properties on the basis of recovering costs within ten years.
 - To approve the introduction of wheel clamping schemes in residents parking areas and to appoint security firms for the purpose.
 - To increase the penalty in connection with wheel clamping schemes in residents parking areas in line with increases in inflation and VAT.
 - The Council's powers relating to Housing Management and Anti-Social Behaviour as contained in the Anti-Social Behaviour Act 2003. Consultation with the police generally in relation to the closure of premises where drugs are used unlawfully under part 1 of the Anti Social Behaviour Act 2003.

Power delegated by Executive Councillor for Arts, Sport and Public Places to the Director of Environment:

- To waive charges for the use of commons and Public Open Spaces for approved events. Approval of mooring agreements, angling rights and issue of licences for recreational purposes on riparian land in consultation with the Head of Property and Building Services where

appropriate.

- To impound stock or instruct the Head of Legal Services to institute legal action or proceedings in cases of illegal grazing.
- To instruct the Head of Legal Services to initiate legal action or proceedings against unauthorised encampments on public open space

Powers delegated by Executive Councillor for Housing to the Head of Refuse and Environment:

- In accordance with the policies determined by the Council, to approve the payment of removal expenses incurred as a consequence of any order made by or on behalf of the Council under the Housing Acts or in respect of any other removal at the instigation of the Council.
- To execute works to prevent unauthorised entry into an unsecured dwelling under the Local Government (Miscellaneous Provisions) Act 1982.
- To take action under Section 33 of the Local Government (Miscellaneous Provisions) Act 1976 to restore or maintain supplies of gas, electricity or water at dwellings occupied by tenants.
- To act as the proper officer to receive reports of Category 1 or 2 hazards existing on any residential premise under Section 4(6) of the Housing Act 2004.

Powers delegated by Executive Councillor for Housing to the Director of Resources:

- To approve mortgage advances for the acquisition, repair, conversion of dwellings, in consultation with the Director of Customer and Community Services.
- To vary the Local Authority Mortgage Interest Rate under the Housing Act 1985, in accordance with notification of the Secretary of State.
- To approve the transfer of the mortgage of a property to the spouse or other member of the family of the current mortgagor, subject to consultation with the Executive Councillor for Housing and the Spokesperson(s) of the Community Services Scrutiny Committee.

Power delegated by Executive Councillor for Housing to the Head of Property Services:

- In consultation with the Director of Customer and Community Services, to approve and complete minor deeds of rectification or exchange.

Information for the public

Public attendance

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

Public Speaking

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

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

Filming, recording and photography at council meetings is allowed subject to certain restrictions and prior agreement from the chair of the meeting.

Requests to film, record or photograph, whether from a media organisation or a member of the public, must be made to the democratic services manager at least three working days before the meeting.

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