

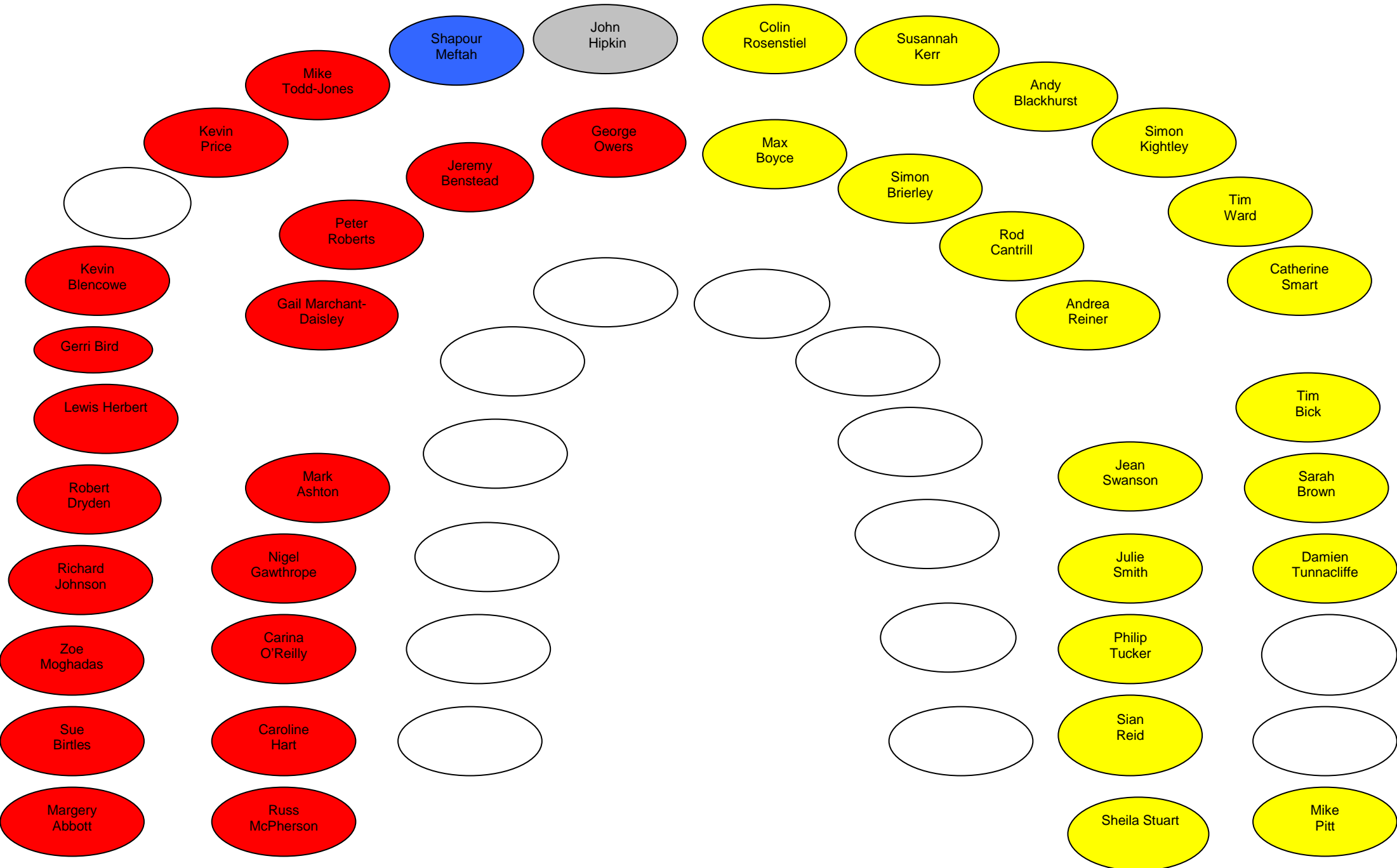


CAMBRIDGE

CITY COUNCIL

Council Information Pack July 2013

Seating Plan	Page: 1
Briefing Note on Motion A	Page: 2 - 10
Oral Questions	Page: 11 - 12
Proposed amendment to Motion A	Page: 13 - 14
Proposed amendment to Motion B	Page: 15 - 16
Written Questions	Page: 17 - 20
Special Urgency Decision: Tourist Information Centre Air conditioning	Page: 21 - 30



Kevin Price

Mike Todd-Jones

Shapour Meftah

John Hipkin

Colin Rosenstiel

Susannah Kerr

Andy Blackhurst

Simon Kightley

Tim Ward

Catherine Smart

Andrea Reiner

Rod Cantrill

Simon Brierley

Max Boyce

George Owers

Jeremy Benstead

Peter Roberts

Kevin Blencowe

Gerri Bird

Lewis Herbert

Robert Dryden

Richard Johnson

Zoe Moghadas

Sue Birtles

Margery Abbott

Gail Marchant-Daisley

Mark Ashton

Nigel Gawthrope

Carina O'Reilly

Caroline Hart

Russ McPherson

Jean Swanson

Julie Smith

Philip Tucker

Sian Reid

Sheila Stuart

Tim Bick

Sarah Brown

Damien Tunnacliffe

Mike Pitt

The Chief Executive,
Antoinette Jackson

Head of Legal Services,
Simon Pugh

The Mayor
Paul Saunders

The Deputy Mayor
George Pippas

The Mayor's Chaplain

Oral Questions for Council (in order for Council)

1. Councillor Owers to the Executive Councillor for Environmental and Waste Services

In light of the workload in a city the size of Cambridge in terms of issues related to dogs, such as dealing with dangerous dogs and strays, enforcing against dog fouling and the welfare of dogs, is it appropriate to have only a part-time dog warden?

2. Councillor Moghadas to the Executive Councillor for Public Places

What happened to the Council's application for the 'Piece' to be officially designated a Town Green under the 1965 Registration of Commons Act?

3. Councillor Pitt to the Executive Councillor for Environmental and Waste Services

Now that dog control orders have been introduced could the Executive Councillor explain the next steps?

4. Councillor Herbert to the Leader

On the Greater Cambridge City Deal:

a) when is the Government promising to make a final decision on successful proposals?

and

b) based on the first round of City Deals, when is most likely date that the proposed City Deal could first start?

5. Councillor Bird to the Executive Councillor for Housing

Can the Executive Councillor say if the Housing Department, or any other department, has done a cumulative impact assessment on social rented or private sector tenants hit by multiple welfare changes such as the bedroom tax, the localisation of council tax benefit, the benefit cap, Personal Independence Payments and Universal Credit?

Can she say how many tenants have been affected by more than one change and what help is being given? Does she also agree that the sweeping statement by Julian Huppert on 16 July in the Cambridge News that disabled people are exempted from the Benefit Cap was misleading as the Carers Allowance is included in the cap as are some aspects of the Employment and Support Allowance both of which affect many disabled people or those with disabled adults or children in their household?

6. Councillor Tunnacliffe to Executive Councillor for Community Wellbeing

Can the Executive Councillor provide an update on preparations for the 2014 Tour de France?

7. Councillor Dryden to the Executive Councillor for Public Places

Could the Executive Councillor for Public Places explain why she stopped the proposed public art to commemorate the first Football Association written rules memorial, that was to be constructed on Parker's Piece after it had been agreed by her predecessor and what is more the consultation period had not yet finished?

8. Councillor Pippas to the Leader

What are your reactions to the report "2030 Vision for the Cambridge sub-region" which was published last week?

9. Councillor Johnson to the Executive Councillor for Planning and Climate Change

What was the cost to the City Council of two consultant reports requested as part of the work towards the 2014 Local Plan, namely the 2009 'Cambridgeshire Development Study Final Report' by WSP, and the 2012 'Infrastructure Delivery Study' by Peter Brett Associates. Both reports identified risks associated with growth beyond the current development strategy.

10. Councillor Moghadas to the Executive Councillor for Public Places

A local resident to Coldhams Common believes some of the new fencing on the common is being illegally erected, as it has not had Secretary of State approval as required, and that which has had approval has not strictly followed the plan as agreed. Can Cllr Reiner assure the Council this is not the case and update the council on details of the management plan for the common?

11. Councillor Owers to the Executive Councillor for Environmental and Waste Services

Can the Executive Councillor give an update on the investigation into alleged deliberate overfilling of trade bins by some of the Council's refuse collectors?

LABOUR AMENDMENT TO MOTION 7a

Changes underlined ~~along with deletions~~

Proposer Councillor Sue Biirtles
Seconded Councillor Gail Marchant-Daisley

This Council notes:

- That the Justice Secretary has recently held a consultation on the future of civil and criminal legal aid funding.
- All political parties have agreed that the current system can be made more efficient.
- That it is an important principle that people should be able to hold government to account when it makes unlawful decisions. Restrictions on the availability of civil Legal Aid which may prevent people from being able challenge an employer, public authority or government decision can be detrimental.
- That the Justice Secretary is proposing to restrict legal aid to those who have been lawfully in the UK for over 12 months continuously and who have documentary evidence to prove this.
- There is a risk that cutting back on criminal legal aid support may make it harder for people to be able to defend themselves.
- The proposed changes to criminal legal aid, and the withdrawal of the Legal Help scheme earlier this year for debt, housing and welfare benefit advice have, and will continue to have an impact on the vital work of the Cambridge Citizens Advice Bureau, and other providers of social welfare law advice in our city. Access to free advice can be critical for the most vulnerable. The proposed changes will have a material impact on Cambridge Citizens Advice Bureau and other agencies across the city who provide a critical role for the vulnerable.
- That the City Council acknowledges the crucial work that the CAB undertakes and provides on going financial support to the Cambridge CAB.

This Council believes:

- That the proposed changes to civil legal aid will make it harder for vulnerable people to have access to justice and is likely to exclude even more people from enforcing their rights to fair treatment at work.
- That the Justice Secretary was right to respond to pressure from lawyers, MPs from all parties ~~Liberal Democrat MPs~~ and others to end his proposal of removing choice in criminal legal aid.
- That there are alternative ways of saving money from the criminal legal aid budget, such as those proposed by the Law Society, using frozen assets to pay for legal expenses, and having Director's insurance to cover the costs of legal aid in corporate fraud cases.

This Council resolves:

- That the leader writes to the Justice Secretary urging him to look at alternative models for criminal legal aid, such as that proposed by the Law Society, to abandon the proposed residency test and ensure that funding for judicial reviews is continued.
- That the Leader write to the two city MP's calling on them to lobby the Justice Secretary to resist the changes to criminal legal aid and support the provision of free advice on Social Welfare Law following the removal of Legal Aid in such cases by the Coalition Government. ~~That the Leader writes to the two city MPs calling on them to lobby the Justice Secretary to achieve these aims.~~
- That the Council works with the Cambridge CAB to minimise the impact of the withdrawal of legal help funding for Social Welfare Law advice and liaises with local providers of criminal law advice under the current legal aid scheme to minimise the impact of those changes should they go through. ~~That the Council works with Cambridge CAB and other agencies to minimise the impact of the changes should they go through.~~

Amendment to Labour motion

Delete all and replace with:

This council acknowledges that the life experiences of city residents can vary greatly, with many in more deprived areas of the city experiencing fewer opportunities than students and other residents.

The council recognises the essential role of the city's universities to the city's reputation and economic and social success.

The council notes the contribution of Cambridge Student Community Action, which for more than forty years has promoted voluntary activity amongst students, and worked to enhance "town and gown" relationships. Such activity includes, but is not limited to:

- Homework clubs at schools across the city, including the Manor and Coleridge schools, where students from the universities assist with homework.
- The Big Siblings project, where children from single parent families, or with learning disabilities, are matched with a student volunteer for weekly activities.
- Providing free sports activity every morning at schools such as the Manor School for the first 3 weeks of the holiday.
- Befriending activities for older people and those experiencing depression and other mental health problems.
- Running a "Children's University"
- Teaching English as an additional language.
- Providing assistance for physically disabled people.
- Helping manage gardens for elderly people.
- Providing musical and singalong entertainment evenings in local care homes.

The council notes that it has provided many years of grant funding to Cambridge Student Community Action for children and family community work.

The council further notes the contribution to community voluntary activity of Anglia Ruskin students through the ARU Students' Union Volunteering Service. Over 500 Anglia students regularly give their time to volunteer with the Citizens' Advice Bureau, Mencap and many other organisations.

The Council also notes the significant contribution to facilitating voluntary activities amongst students in Cambridge of Cambridge University Students' Union.

The council acknowledges the valuable work being done by Cambridge Hub, which works closely with Student Community Action and recruits volunteers and encourages their participation in a range of social, environmental and charitable activities.

The council notes that it can be challenging to coordinate and manage activities and volunteers in more deprived parts of Cambridge

Council resolves to:

- Request that Cambridge City Council Community Development team meet with Cambridge Hub, Cambridge Student Community Action, Cambridge University Students Union and Angila Ruskin Students' Union to discuss where and how they can help before the bulk of the student population returns to Cambridge.
- Write to appropriate groups and individuals currently receiving, or who have received, financial assistance and/or wider support in the last two financial years, advertising the help student volunteer services can provide.
- Email all councillors the list of local organisations that will be contacted, so that each councillor has the chance to suggest additional community projects and groups in their own ward that they believe could benefit from building a relationship with student volunteering organisations.
- Recognise that the Council sponsored Cambridge Evening News Community Awards provide a mechanism for recognising the efforts of students and community volunteers who seek to join up town and gown more effectively; and that councillors and student organisations should be encouraged to nominate student and community volunteers that they believe have made an outstanding contribution to relations between town and gown.

Written Questions for Council

18th July 2013

Q1. Councillor Moghadas to the Executive Councillor for Public Places: Andrea Reiner

What progress is being made with regards to the changes proposed on Coldhams Common following consultation with the residents group Friends of Coldhams Common and officers from the Open Spaces team?

Answer:

Following the former Executives Councillors decision to place the project on hold Open Space officers have:

- Met with the Executive Councillor and representatives of the Friends of Coldham's Common to discuss their concerns.
- Removed a section of fence as agreed with the Friends, whilst the project is under review.
- Reviewed the project to date and provided the Friends with a response to their concerns and a copy of the project file.
- Produced a draft revised scheme for consideration by the Friends, subject to detailed ecological surveys and a proposed full public consultation in September 2013.
- Commissioned the Local Wildlife Trust to undertake botanical surveys (between May – August 2013) of the entire common and provide future management recommendations.
- Met with a representative of the Friends group to discuss concerns relating to additional sections of fencing along the western boundary of Coldham's Common.

Future actions:

- Arrange and advertise a full public consultation on the future management of the common in September 2013. The consultation will include a draft revised infrastructure scheme, subject to the Wildlife Trusts recommendations. This scheme will aim to strike an agreeable balance between public access and the wildlife value of the entire common.
- Produce a (2013/14) timetable for the drafting and consultation on a full ten year management plan for the common, including ecology, landscape and access. The draft plan to be informed by responses to the September 2013 consultation.
- Submit any necessary Section 38 applications as required to implement the approved management plan.
- Implement necessary infrastructure works following relevant S38 approvals.

Q2. Councillor Moghadas to the Executive Councillor for Community Wellbeing: Sarah Brown

What are the proposed changes to the winter ice skating provision in Cambridge, what local consultation has been done and can you explain why the change has occurred?

Answer:

The Council entered into a contract with Icebox Entertainment to deliver a temporary ice rink in Winter 2012-13, with options to extend this contract for up to a further 2 years (2013-14 and 2014-15). This is a rolling annual contract and each further year is only granted and confirmed subject to the Council being satisfied with Icebox's proposals and performance.

In order to provide a rink in 2013, new planning permission will need to be applied for, regardless of the location chosen, because planning permission on Parker's Piece has now expired.

The ice rink on Parker's Piece in 2012 made a significant loss for the Icebox. The prior rink provider also made losses on providing a rink and this contributed to the contractor ceasing trading.

If an ice rink provider cannot make an ice rink into a viable business venture, then the city will not be able to sustain a rink and we will lose the provision which over 30,000 people benefitted from last year.

The Icebox believes that changes to the location of the rink could make this into a viable venture without the need for Council investment, and are exploring the possibility of using Christ's Pieces as a location.

They believe that this location will:

- Increase footfall to the rink (through being centrally located in the city, near to the bus station and close to two public car parks, and being on a main thoroughfare for Christmas shoppers and sightseers);

- Be nearer to access roads which will reduce the need for expensive temporary roadway to enable loading vehicles to access the rink;

- Be likely to encourage further footfall to the city centre and increase trade for local businesses whilst not taking trade away from the city centre and onto Parker's Piece;

- Be aesthetically suited to its surroundings and not "lost" as it has been described on a larger open space;

- Be able to more easily reach mains power to avoid use of generators which are costly, noisy and environmentally unfriendly.

The Council has confirmed that it has the legal ability to permit a temporary ice rink on the Pieces and has discussed this with Jesus College, who hold the covenant.

The Council has undertaken an initial consultation with local residents in the vicinity of Christ's Pieces by door-to-door letter drop to residencies on the following streets:

Orchard Street

Earl Street

Elm Street

New Square

Victoria Street

Drummer Street

Emmanuel Road

Willow Walk

King Street
Hobson Street
Bradwells Court/Christ's Lane
Parker Street
Epworth Court
1 & 2 Pike's Walk
Milton House
Milton's Walk
Simonswynd (and others on the path at the back of the King St frontage)

The same letter was also sent to the Bursar and Senior Tutor of Christ's College and the Bursary & Tutorial Office of Emmanuel College.

Christ's Pieces Resident Association was also consulted, as were the Market Ward Councillors.

Feedback was submitted to a Council officer by phone, email and letter over a period of 16 days and shared and discussed with Ward members and the Executive Councillor for Community Wellbeing.

A public meeting has been called on Wed 17th July at the Unitarian Church on Emmanuel Road to enable local residents to find out more about the proposal and voice their concerns.

This was notified to local residents by email & telephone call to previous respondents, letter drop to the above named streets and properties, display notices on the Pieces, and a press announcement (printed in the Cambridge News).

Ward councillors also distributed a letter to nearby addresses, including Short Street. Christ's Pieces Residents' Association has distributed notices too.

Following the public meeting, if the Executive Councillor for Community Wellbeing is content for officers to extend the contract for the Icebox for an additional year and is happy with the principle of the location, The Icebox will need to apply for planning permission which will of course include further additional consultation.

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

TOURIST INFORMATION CENTRE AIR COOLING SCHEME
--

Decision of:	Executive Councillor for Public Places, Andrea Reiner
Reference:	13/URGENCY/ENV/1
Date of decision:	10/07/13 Recorded on: 10/07/13
Decision Type:	Non-Key Decision
Matter for Decision:	<p>The Executive Councillor was asked to approve the commencement of the Tourist Information Centre Air Cooling Project, which was already included in the Council's Capital and Revenue Project Plan (SC573).</p> <p>The total cost of the project is £34,480, funded from Reserves, of which £25,000 has been approved and £9,480 is pending approval.</p> <p>The Executive Councillor is therefore asked to approve the additional funding relating to the project, using the urgency decision powers as stated in the following section of Cambridge City Council Constitution:</p> <p><i>"Urgent decisions outside the budget or policy framework", Section 6 of the Budget and Policy Framework Procedure Rules (Part 4C of the Constitution)</i></p>
Why the decision had to be made (and any alternative options):	<p>As stated in Part 4C section 6.1 of the Council's Constitution, individual members of the Executive 'may take a decision which is contrary or not wholly in accordance with the budget approved by the full Council if the decision is a matter of urgency'.</p> <p>As specified under Part 4C 6.1.2 of the Councils Constitution, it was not deemed practical to convene a quorate meeting of Council to take this decision.</p>
The Executive Councillor's decision(s):	<p>The Executive Councillor approved the commencement of the project, which is already included in the Council's Capital & Revenue Project Plan (SC573).</p> <p>The total cost of the project was £34,480, funded from Reserves, of which £25,000 had been approved.</p> <p>The Executive Councillor approved the additional funding of £9,480.</p>

Reasons for the decision:

An August installation of the proposed air cooling system is important, as the service is beginning to experience daily problems with the temperature in the Tourist Information Centre. High temperatures have an impact on dwell time for visitors and the comfort levels for staff, during the busiest time of the year for the service, and if not resolved in the near future, will have a detrimental effect on the level on commercial income that can be generated during this key period of the year.

The lead time for the manufacturing of the cooling unit, of which is a key part of the project, is 5 weeks. In order to secure an August installation, confirmation of the contract would need to take place as soon as possible.

Scrutiny consideration:

As required by the Councils Constitution under the urgent decisions and special urgency procedure rules (Para 16 of Part B), the agreement of the Chair of the Environment Scrutiny Committee has been obtained.

Report:

See attached

Conflicts of interest:

None

Comments:

This urgent decision under special urgency will be reported back to Full Council on 18 July 2013 and the Environment Scrutiny Committee on 8 October 2013.



Cambridge City Council

Project Appraisal and Scrutiny Committee Recommendation

Project Name: Tourist Information Centre – Air Cooling

To: Executive Councillor for Public Places

Report by: Emma Thornton

Scrutiny committee: ENVIRONMENT

Wards affected: All

Project Appraisal and Scrutiny Committee Recommendation

Project Name: Cambridge Tourist Information Centre – Air Cooling

The Executive Councillor is asked to approve the commencement of this scheme, which is already included in the Council's Capital & Revenue Project Plan (SC573).

The total cost of the project is **£34,480**, funded from Reserves, of which **£25,000** has been approved and **£9,480** is pending approval.

The Executive Councillor is therefore asked to approve the additional funding relating to the project, using the urgency decision powers as stated in the following section of Cambridge City Council Constitution:

"Urgent decisions outside the budget or policy framework", Section 6 of the Budget and Policy Framework Procedure Rules (Part 4C of the Constitution)

It is requested that the Executive Councillor makes this decision as a matter of urgency, as the next scheduled scrutiny committee meeting is not until after the summer period.

An August installation of the proposed air cooling system is important, as the service is beginning to experience daily problems with the temperature in the Tourist Information Centre. High temperatures have an impact on dwell time for visitors and the comfort levels for staff, during the busiest time of the year for the service, and if not resolved in the near future, will have a detrimental effect on the level on commercial income that can be generated during this key period of the year.

The lead time for the manufacturing of the cooling unit, of which is a key part of the project, is 5 weeks. In order to secure an August installation, confirmation of the contract would need to take place as soon as possible.

The Executive Councillor is therefore asked to approve the carrying out and completion of the procurement of the installation of an air cooling system for the Tourist Information Centre (TIC)

Project Name:

1 Summary

1.1 The project

The project is the installation of an air-cooling unit to lower the internal temperature in the TIC during the summer months in accordance with the Chartered Institution of Building Services Engineers (CIBSE) recommendation.	
Target Dates:	
Start of procurement	Mid June
Award of Contract	End June/Beg July
Start of project delivery	Mid-August
Completion of project	End of August
Date that project output is expected to become operational (if not same as above)	End of August

1.2 Anticipated Cost

Total Project Cost	£ 34,480
--------------------	----------

Cost Funded from:

Funding:	Amount:	Details:
Reserves	£ 25,000	SC573
Repairs & Renewals	£ 0.00	
Developer Contributions	£ 0.00	
Climate Change Fund	£ 0.00	
Other	£ 9,480	Seeking further funding from City Council Reserves

1.3 Procurement process

Four written quotations will be sought from external specialist suppliers in line with the Council's Constitution.

2 Project Appraisal & Procurement Report

2.1 Project Background

The Tourist Information Centre (TIC) has experienced excessive temperatures during the summer period, since its relocation to the old crown court complex in the Guildhall in 2009. A feasibility study was undertaken by an external Building Services Consultant to determine what options were available to combat the overheating problem. The excessive heat experienced in the centre has not only had an impact on staff working in the TIC, but it has also led to complaints from users of the Tourist Information Centre and in turn reduced dwell time in the centre. This is of particular concern given the pressures on the TIC to achieve challenging income targets.

2.2 Aims & objectives

The aim of the project is to control the internal summertime temperature in the TIC to those recommended by the Chartered Institution of Building Services Engineers (CIBSE).

2.3 Major issues for stakeholders & other departments

The main issues are the high temperature experienced by the staff working in the TIC during the summertime, which is detrimental to their wellbeing and the comfort of users of the TIC.

Consultation undertaken:

- Staff
- Unison
- Conservation team

Discussions have been held with the Conservation Officer who has advised that given that the solution proposed involves the installation of an air cooling unit in the basement, listed building consent will not be required.

2.4 Summarise key risks associated with the project

The key risk is the closure of the TIC during the periods of high internal temperature, which would significantly impact on the service that could be provided to the visitors to Cambridge. In addition there is a risk of the service being unable to maximise its income potential through the TIC due to reduced dwell time by users of the centre as a result of the uncomfortable atmosphere.

2.5 Financial implications

We have a budget secured of **£25,000**, the actual costs for this project have come in at **£34,480**.

2.6 Net revenue implications (costs or savings)

Revenue	£	Comments
Maintenance	£450-£650	
R&R Contribution	0.00	
Developer Contributions	0.00	
Energy savings	0.00	
Income / Savings	0.00	
Net Revenue effect	£450-£650	Cost

The on-going revenue costs of this project is in the region of £450 to £650 per annum – it is felt that provision can be made with the tourism service budget to cover this on-going cost.

2.7 VAT implications

There are no adverse VAT implications for undertaking this project

2.8 Energy and Fuel Savings

Is this project listed in the Carbon Management Plan?	No
---	----

2.8 Climate Change Impact

Positive Impact			No effect	Negative Impact		
					-M	

2.10 Other implications

An Equality Impact Assessment (EqIA) has not been prepared for this project.

2.11 Staff required to deliver the project

Service	Skills	Total Hours
Project Management	M&E Technical Knowledge (Johns Slater Haward)	10 hours
Property – Jim Stocker		8 hours

2.12 Dependency on other work or projects

N/A

2.14 Inspection of papers

Author's Name	Emma Thornton
Author's phone No.	01223 - 457464
Author's e-mail:	emma.thornton@cambridge.gov.uk
Date prepared:	21 st June 2013

Capital Project Appraisal - Capital costs & funding - Profiling

Appendix A

	2013/14	2014/15	2015/16	2016/17	2017/18	Comments
	£	£	£	£	£	
Capital Costs						
Building contractor / works	27,280					
Purchase of vehicles, plant & equipment						
Professional / Consultants fees	7,200					
Other capital expenditure:						
Total Capital cost	34,480	0	0	0	0	
Capital Income / Funding						
Government Grant						
Developer Contributions						
R&R funding						
Earmarked Funds						
Existing capital programme funding	25,000					
Revenue contributions						
Total Income	25,000	0	0	0	0	
Net Capital Bid	9,480	0	0	0	0	

