

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

SERVICE PERFORMANCE REVIEWS and General Fund Revised Revenue & Capital Budgets 2004-05

Decision of: Jennifer Liddle , Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /28

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Not a Key Decision

Matter for Decision: The Performance Reviews of the following were considered:

Democratic Services	Accountancy and Support Services
IT Contract Management Service	City Services External Trading
Legal Services and Land Charges	Internal Audit
Property and Building Services	Human Resources
Reception and Office Services	Markets
	Revenue Services

The Scrutiny Committee was asked to consider whether service priorities and resources would need to be refocused to enable objectives and targets for 2004/05 to be met.

Why the decision had to be made (and any alternative options): The performance of services requires monitoring and Performance Reviews are the way Scrutiny Committees and the Executive can perform their function as part of the Council's Corporate Performance Management process. Part one of the process looks at in year performance.

<p>The Executive Councillor's decision(s):</p>

Agreed

- a) To note performance against the objectives and targets of the services that report to this committee for 2003/04 and the first six months of 2004/05
- b) To approve the revised revenue budgets for 2004/05, as shown in Appendix A to the officer report for submission to Council, including a request to repay to reserves £72,170.
- c) To seek approval from Council to carry forward resources from 2004/5 to 2005/6 to fund rephased capital spending of £36,000 as detailed in Appendix C of the officer report, subject to the final outturn position.

Reasons for the decision: See officer report

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendations by 6 votes to 0.

Report: Agenda Item 5 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

INFORMAL WORKING PARTY TO CONSIDER USES OF THE GUILDHALL GROUND FLOOR
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Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /29

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Not a Key Decision

Matter for Decision: To endorse the setting up of the Working Party and its Terms of Reference and to decide how many members should be appointed.

Why the decision had to be made (and any alternative options): The vacating by the Crown Court of its Guildhall premises gives the Council an ideal opportunity to look at the balance of uses of the ground floor of the Guildhall.

<p>The Executive Councillor's decision(s):</p>

Agreed:

- a) To endorse the setting up of the Working Party and its Terms of Reference and
- b) that the following members be appointed to the Working Party: Councillors Barrett-Payton, Bradnack, Durrant, Hipkin, Liddle and Reid.

Reasons for the decision: As above.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendations by 7 votes to 0.

Report: Agenda Item 6 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

OFFICE ACCOMMODATION: ELECTORAL SERVICES AND RECEPTION AND OFFICE SERVICES

Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /30

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Not a Key Decision

Matter for Decision: To extend the office accommodation for Electoral Services and Reception & Office Services to address the cramped and uncomfortable conditions which potentially could cause health and safety issues.

Why the decision had to be made (and any alternative options):

<p>The Executive Councillor's decision(s):</p>

<p>Agreed: that the Project Appraisal for the extension to the office accommodation be approved.</p>

Reasons for the decision: See the project appraisal.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendations by 7 votes to 0.

Report: Agenda Item 7 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

INTERNET AND EMAIL ACCEPTABLE USE POLICY

Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /31

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Not a Key Decision

Matter for Decision: To allow members to consider the acceptable use policy and the human resources and legal issues which make it desirable to have an Acceptable Use Policy and to explore issues around approaches to monitoring compliance.

Why the decision had to be made (and any alternative options):

As a responsible public sector employer, we should be concerned to protect our reputation and the integrity of the Council. We have an obligation to maintain a working environment which respects the dignity and diversity of our workforce.

<p>The Executive Councillor's decision(s):</p>

Agreed

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| <ul style="list-style-type: none">2.1 That the Council adopts an approach to internet monitoring based on options b) and d) in section 6.9 of the officer report2.2 That the current Acceptable Use Policy as shown in Appendix A of the officer report is endorsed, subject to adoption of the monitoring approach mentioned above2.3 That the Head of Human Resources be asked to revise and settle the detail of the Acceptable Use Policy to take account of the decision in 2.1 above, and of the comments about the Policy contained in the report, subject to consultation with the Executive Councillor, Chair and spokespersons on the final draft. |
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Reasons for the decision: As stated in the report.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendation by 7 votes to 0.

Report: Agenda Item 8 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

TRADES UNIONS FACILITIES AGREEMENT FOR 2005/6

Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /32

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Not a Key Decision

Matter for Decision: To consider the funding arrangements for the trade union Branch Secretaries for UNISON and GMB for the 2005/06 financial year.

Why the decision had to be made (and any alternative options): The first decision is whether to retain the existing annual review of facilities or to move to a three-year agreement that would provide greater stability for the Trades Unions and the Council. There would need to be a proviso that the agreement would be reviewed if affordability became an issue for the Council or staff and/ union membership numbers reduced during the three years.

There are basically three options about the level of facilities:

No change - Continue funding as at present (2004/05), i.e. GMB at 100%, Unison at 50%; or

Reduction in provision - Reduce the funding to a part-time basis for both unions. This would be likely to cause delays to some of the Council's major service change and HR projects planned for 2005/6, although there would be some budget savings or

Increase in provision – Increase the provision to full time for both Trades Unions, which can be delivered within existing budgets for the current Branch Secretaries. This together with the ongoing development of stewards would help to ensure that the Council's service and HR objectives could be delivered. There would be future pressures should others replace these individuals on higher pay bands or if efficiency savings unduly affect the budgets.

The Executive Councillor's decision(s):

Agreed: To recommend that the Council agree (at the Budget Meeting on 24 February 2005) to facilities arrangements that will allow the two Branch Secretary posts (UNISON and GMB) to become full-time from 1 April 2005 for three years (i.e. until 31st March 2008) conditional on

- 1) affordability for the Council, i.e. that existing facilities budgets, held by the Head of Human Resources, remain sufficient to cover the employment costs

- of the two branch Secretaries
- 2) that pressures on Council budgets are not so intense as to necessitate budget cuts to a level where the two posts cannot be sustained.
 - 3) Trades Union membership levels not falling below 50% of the workforce (for 2003/4 membership was over 70%)
 - 4) No significant reduction in size of the Council's workforce (2004/5 headcount = 1240 employees).
 - 5) The Head of Human Resources assessing the above factors each year during the budget preparation cycle (i.e. September to November) and only asking Members to review the three-year agreement should any of the above conditions apply.

Reasons for the decision: These are contained in the officer report.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendations by 6 votes to 0.

Report: Agenda Item 9 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

PROCUREMENT OF RECRUITMENT ADVERTISING SERVICES
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Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /33

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Key Decision

Matter for Decision: To endorse the timetable and procurement partnership approach to the letting of a new recruitment advertising services contract.

Why the decision had to be made (and any alternative options):

To take advantage of the opportunity to procure a new service in partnership with the County Council and several other local District Councils which should offer economies of scale in the process of letting a new contract and also in the overall costs for each Council.

The options open to the Council are limited:

- Do nothing – not an option in the longer-term.
- Develop an in-house service –the design skills and knowledge of media advertising do not exist in-house and would be expensive to buy-in or develop;
- Develop a ‘shared service’ approach in partnership with other local authorities – this has been explored informally with the purchasing consortium.
- Let a new contract with a specialist provider – this is the preferred option for the consortium and the City Council. The County Council and a number of other local Districts Councils have agreed to joint procurement (with a separate service contract for each Council) and this should mean that the City Council can benefit from economies of scale given the much higher volumes generated across all consortium partners.

<p>The Executive Councillor’s decision(s):</p>

<p>Agreed: To endorse the revised timetable and procurement partnership approach to the letting of a new recruitment advertising services contract.</p>
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Reasons for the decision: These are contained in the officer report.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendations by 6 votes to 0.

Report: Agenda Item 10 of Commercial & Human Resources Scrutiny Committee,
9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: - The Head of Human Resources tabled paper copies of an amended timetable which members had already been sent by email. This is copied below:

The timetable in Section 4.1 of the paper is amended as follows following a meeting with the procurement consortium on 29 October 2004:

Invitation to tender documents agreed by consortium	November 2004
Pre- Information Notice posted	December 2004
OJEC notice to appear	January 2004
Closing date for receipt of tenders	Mid February 2005
Initial evaluation and short listing	End February 2005
Presentation/interviews with bidders	March 2005
Identify preferred bidder/Agree SLA	End March 2005
City Council Executive Councillor/C&HR decision to accept proposed supplier and new contract	April 2005
Issue award of contract	April 2005
Handover between 'existing' and 'new' contractors	April 2005
Start of new contract	1 May 2005

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

DELEGATION OF AUTHORITY TO APPROVE COUNCIL ENERGY CONTRACTS

Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /34

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Not a Key Decision

Matter for Decision: Authority is sought for the approval for renewal of energy contracts in future to be delegated to either the Directors of Finance or Central Services or the Head of Property & Building Services on the advice of the Energy Officer.

Why the decision had to be made (and any alternative options): Since the market for energy was deregulated it has become much more competitive and the Council's Energy Officer is advised by an external consultancy that assists Local Authorities. Particularly recently the market has become much more volatile because of global factors affecting oil and natural gas supplies and this trend is expected to continue. The result is that when the Council goes to the market to renew contracts, providers tend to now only offer one or at best two year contracts and hold offers open for periods of hours which is incompatible with the normal procedure for the Energy Officer making a recommendation to and obtaining approval from the Executive Councillor.

The Executive Councillor's decision(s):

Agreed: That the approval for renewal of energy contracts in future be delegated to either the Directors of Finance or Central Services or the Head of Property & Building Services on the advice of the Energy Officer.

Reasons for the decision: As above.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendation by 5 votes to 0.

Report: Agenda Item 11 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

BISHOP'S MILL SLUICE

Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /35

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Key Decision

Matter for Decision: To decide whether to approve a project for motorising and automating the operation of Bishop's Mill Sluice on the River Cam upstream of Silver Street bridge.

Why the decision had to be made (and any alternative options):

The sluice regulates the level of the River Cam upstream of the remains of the old Bishop's Mill and is currently manually operated. The Council has a Service Level Agreement with the Cam Conservators whereby the Conservators' river bailiffs keep the sluice clear of obstructions and operate it as necessary to regulate the level of the River.

The Council has essentially two main options. The first option is to keep the sluice in manual operation and not carry out any works for the time being. The sluice is currently sound and does not require significant capital expenditure but there will continue to be significant revenue expenditure on annual maintenance and attendance at the sluice. The second option amounts to two sub-options with the same basic intent. However, it is felt that the first sub-option of just motorising and automating the existing gates would not significantly reduce annual expenditure. On the other hand the second sub option, whilst costing more initially would be expected to reduce expenditure by the order of approximately 80% and thus investment in automation of the sluice could pay for itself over approximately 12 years.

<p>The Executive Councillor's decision(s):</p>

<p>Agreed: To approve the project to replace the existing gates with a new single gated motorised /automated sluice.</p>

Reasons for the decision: As stated in the report.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendations by 5 votes to 0.

Report: Agenda Item 12 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL

Record of Executive Decision

RENEWAL OF CCTV EQUIPMENT AND ENLARGEMENT OF CCTV CONTROL ROOM

Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /36

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Key Decision

Matter for Decision: To seek approval to enlarge the CCTV Control Room and commence a rolling programme of renewal of cameras, recorders and ancillary equipment.

Why the decision had to be made (and any alternative options): The City Centre CCTV system commenced operations in July 1997. The service is dependent on sophisticated electronic equipment, which requires replacement from time to time. The service operates 24 hours a day 365 days a year. The original 31 cameras and supporting monitors and SVHS recording equipment are reaching the end of their operational life and are due for replacement.

The original Control Room was designed to accommodate a system based on approximately 60 cameras and up to 8 staff. Internal modifications have enabled the system to be expanded so that it now monitors 132 cameras including the recently added re-deployable cameras and the staff establishment has increased to 12. However, the control room is now at capacity and needs to expand its floor area to provide additional equipment, monitoring, circulation and staff space.

The Executive Councillor's decision(s):

Agreed: To approve the project for the enlargement of the CCTV Control Room and a rolling programme of replacement of cameras, recorders and ancillary equipment.

Reasons for the decision: These are contained in the officer report and in the confidential project appraisal and appendices to the report which are exempt from publication.

Scrutiny consideration: The Scrutiny Committee approved the recommendations as recorded above by 5 votes to 0.

Report: Agenda Item 15 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

**FUTURE OF 9-12 GRAFTON STREET, CAMBRIDGE FOLLOWING ITS PLANNED
SURRENDER IN 2005 BY ANGLIA POLYTECHNIC UNIVERSITY**

Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /37

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Key Decision

Matter for Decision: To recognise that the subject premises are due to be handed back to the Council and that disposal by way of freehold sale or long lease is appropriate.

Why the decision had to be made (and any alternative options): These are contained in the officer report which is exempt from publication.

The Executive Councillor's decision(s):

Agreed:

- 2.1 That the Head of Property & Building Services be authorised to market 9-12 Grafton Street extending through to Paradise Street on a freehold or long leasehold basis, reporting final terms to the Commercial & Human Resources Executive Councillor, Chair and Spokespersons for Commercial & Human Resources Scrutiny Committee.
- 2.2 That appropriate provision to meet the costs of sale be made from the Property Strategy Fund and that following sale, on receipt of funds, those costs be recovered from the sale proceeds to top up the Property Strategy Fund.

Reasons for the decision: These are contained in the officer report which is exempt from publication.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendation by 4 votes to 0.

Report: Agenda Item 17 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

**DISPOSAL OF LAND AT WHITEHILL ROAD AND THORLEYE ROAD
CAMBRIDGE TO FLAGSHIP HOUSING GROUP LIMITED**

Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /38

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Key Decision

Matter for Decision: To approve the disposal of long leasehold interests in two small parcels of land situated in Whitehill Road and Thorleye Road Cambridge to Flagship Housing Group Limited for affordable housing development.

Why the decision had to be made (and any alternative options): These are contained in the officer report which is exempt from publication.

The Executive Councillor's decision(s):

Agreed: To approve the disposal of Site 1, being land adjacent to 81 Whitehill Road and 20 Galfrid Road and Site 2 being land adjacent to 44 Thorleye Road and 1 Galfrid Road Cambridge, to Flagship Housing Group Limited on the terms contained in the officer report.

Reasons for the decision: These are contained in the officer report which is exempt from publication.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendation by 4 votes to 0.

Report: Agenda Item 18 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

DISPOSAL OF LAND AT REAR OF SHOPPING PARADE, BARNWELL ROAD CAMBRIDGE TO FLAGSHIP HOUSING GROUP LIMITED

Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /39

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Key Decision

Matter for Decision: To approve the disposal of a long leasehold interest in a parcel of land situated at the rear of the Council's parade of shops at Barnwell Road Cambridge to Flagship Housing Group Limited, for affordable housing development.

Why the decision had to be made (and any alternative options): These are contained in the officer report which is exempt from publication.

<p>The Executive Councillor's decision(s):</p>

<p>Agreed: To approve the disposal of the land described in this report to the rear of the Council's Barnwell Road shops to Flagship Housing Group Limited on the terms contained in the officer report.</p>

Reasons for the decision: These are contained in the officer report which is exempt from publication.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendation by 4 votes to 0.

Report: Agenda Item 19 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

**DISPOSALS OF LAND FORMING PART OF THE ARBURY CAMP
DEVELOPMENT, KINGS HEDGES ROAD, CAMBRIDGE**

Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /40

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Key Decision

Matter for Decision: To approve the disposal of parcels of land in accordance with the requirements of the Section 106 Agreement for the Arbury Camp site and to authorise disposal of land for residential development on the open market.

Why the decision had to be made (and any alternative options): The Council will shortly be signing the Section 106 Agreement as a landowning partner in the Arbury Camp project and will effectively be giving an undertaking to transfer the land required for Public Open Space, Affordable Housing and the Guided Bus Route to particular parties. Accordingly the Council have little option but to approve those particular disposals.

The Executive Councillor's decision(s):

Agreed:

- 2.1 To approve the disposal of parcels of land K2 and J2 to the RSL Consortium comprising North British Housing Association and Bedfordshire Pilgrims Housing Association on the terms contained in the officer report.
- 2.2 To approve the disposal of public open space site POS7 to Histon & Impington Parish Council on the terms contained in the officer report.
- 2.3 To approve the disposal of the land identified as the Cambridge Guided Bus Corridor adjacent to site K1, K2 and J2 to Cambridgeshire County Council on the terms contained in the officer report.
- 2.4 To increase the proportion of affordable housing provision on the Council's developable land at Arbury Camp to 50% and approve disposal of such additional allocation to the Arbury Camp RSL consortium on the same terms as 2.1 above.
- 2.5 To condition the disposal of the Council's developable land at Arbury Camp with higher energy efficiency /sustainability targets than required under the S106 agreement and to instruct officers to prepare an acceptable shopping list of alternatives for developers.
- 2.6 To approve the marketing of sites K1 and J1 for private sector residential development in accordance with the S.106 agreement or as amended if appropriate to reflect the decision in 2.4 above and report terms for later approval by the Executive Councillor following consultation with Chair and Spokespersons.

Reasons for the decision: These are contained in the officer report which is exempt from publication.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendation by 4 votes to 0.

Report: Agenda Item 20 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

DISPOSAL OF PROPERTY A

Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /41

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Key Decision

Matter for Decision: To agree to the marketing and sale of Property A, subject to agreement by the Executive Councillor for Housing and Health.

Why the decision had to be made (and any alternative options):

<p>The Executive Councillor's decision(s): Agreed: the marketing and sale of Property A.</p>
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Reasons for the decision: These are contained in the officer report which is exempt from publication.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendation by 4 votes to 0.

Report: Agenda Item 21 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

NNDR [Business Rates] IRRECOVERABLE DEBTS TO BE WRITTEN-OFF
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Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /42

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Not a Key Decision

Matter for Decision: To agree to write off eight debts.

Why the decision had to be made (and any alternative options): The debts were no longer collectable.

<p>The Executive Councillor's decision(s):</p>

<p>Agreed to write off eight debts.</p>
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Reasons for the decision: These are contained in the officer report which is exempt from publication.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendation by 3 votes to 0.

Report: Agenda Item 22 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

GENERAL DEBTS - BAD DEBTS FOR WRITE OFF
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Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /43

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Not a Key Decision

Matter for Decision: To agree to write off one debt.

Why the decision had to be made (and any alternative options): The debt was no longer collectable.

<p>The Executive Councillor's decision(s):</p>

<p>Agreed to write off one debt.</p>

Reasons for the decision: These are contained in the officer report which is exempt from publication.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendation by 4 votes to 0.

Report: Agenda Item 23 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -

CAMBRIDGE CITY COUNCIL
Record of Executive Decision

HOUSING & COUNCIL TAX BENEFIT IRRECOVERABLE DEBTS TO BE WRITTEN-OFF
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Decision of: Jennifer Liddle, Executive Councillor for Commercial & Human Resources

Reference: 04/CHR /44

Date of decision: 9 November 2004 (recorded on 12 November 2004)

Decision Type: Not a Key Decision

Matter for Decision: To agree to write off two debts.

Why the decision had to be made (and any alternative options): The debts were no longer collectable.

The Executive Councillor's decision(s):
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Agreed to write off two debts.

Reasons for the decision: These are contained in the officer report which is exempt from publication.

Scrutiny consideration: The Scrutiny Committee considered and approved the recommendation by 4 votes to 0.

Report: Agenda Item 24 of Commercial & Human Resources Scrutiny Committee, 9 November 2004.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: -