



Executive Councillor, Customer Services & Resources: Cllr Liddle

Agenda

B

Agenda despatched and placed on public deposit: 3 November 2005

Date: Tuesday, 15 November 2005
Time: 5.00pm
Place: The Guildhall
Contact: Cristina Marsh **Direct Dial:** 01223 457086

Agenda B

Items shown on Agenda B will already have received approval in principle from the Executive Councillor. Before the meeting of the Scrutiny Committee begins, the Executive Councillor will be asked to approve the Records of Decision set out in Agenda B. There will be no debate on items, but members of the public may ask questions or comment on the items if they comply with the Council's rules on Public Speaking set out below.

1 Public Questions

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.

Non Key Decisions for approval

2 [Capita axis-payee.net](http://Capita.axis-payee.net) (Officer contact John Frost, Head of Revenue & Benefit Services, tel. 01223 457701).

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3 Exclusion of the public

Before considering the next items on this agenda, the Executive Councillor is **recommended** to exclude members of the public from the meeting on the grounds that, if they were present, there would be disclosure to them of information defined as exempt from publication by Category 12 as defined in the Council's Constitution part 4B (pages 181-3).

4 Write-offs of either Non Recoverable Non-Domestic Rates, Council Tax Non Recoverable or Housing/Council Tax Benefit Overpayments Non Recoverable
(Officer contact: John Frost, Head of Revenue Services, tel. 01223 457701).

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Information for the public

Next scheduled meeting

The next meeting at which the Executive Councillor for Customer Services & Resources will be making non-key decisions not requested for scrutiny is scheduled for **17 January 2006**.

Public attendance

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

Fire Alarm

In the event of the fire alarm sounding (which is a continuous ringing sound), you should pick up your possessions and leave the building by the route you came in. Once clear of the building, you should assemble on the pavement opposite the main entrance to the Guildhall and await further instructions. If your escape route or the assembly area is unsafe, you will be directed to safe areas by a member of Cambridge City Council staff.