



## Customer Services & Resources Scrutiny Committee

<p>Scrutiny Committee Members: Councillors Taylor (Chair), Ellis-Miller (Vice-Chair), Adigun-Harris, Armstrong, Barrett-Payton, Hughes, Hymans, McPherson, Reid, Stuart (Alt).</p> <p>Executive Councillor Customer Services &amp; Resources: Cllr Liddle</p>	<p>Agenda</p> <p><b>A</b></p>
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Agenda despatched and placed on public deposit: 15 March 2006

**Date:** Monday 27 March 2006

**Time:** 5.00pm

**Place:** The Guildhall

**Contact:** Cristina Marsh

**Direct Dial:** 01223 457086

### Agenda A

1 [Minutes](#)

To approve the minutes of the last meeting on 17 January 2006 as a correct record.  
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2 **Apologies**

To receive any apologies for absence.

3 **Declarations Of Interest**

Members are asked to declare at this stage any interests that they may have in an item shown on this agenda. If any member of the Committee is unsure whether or not they should declare an interest on a particular matter, they should seek advice from the Head of Legal and Democratic Services **before** the meeting.

4 **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 pre-scrutiny**

The following items have been referred to the committee for scrutiny before the Executive Councillor makes a decision.

- 5 [\*\*Revenue & Capital Budget Significant Variances and Carry Forward Requests\*\*](#)  
(Contact Officer: David Horspool, Director of Finance, tel. 01223 458 131) Page 7  
Appendix A, B, C, D - 2005/06 Revenue Budget - Estimated Outturn, Main  
variances from Current Revenue Budgets, Carry Forward Requests and Estimated  
Capital Outturn Page 11
- 6 [\*\*Mooring Policy- Local Council Tax Discount\*\*](#) (Officer contact: John Frost, Head  
of Revenue Services, tel. 01223 457 701) Page 21  
Appendix A – Council Tax Discount Regulations Page 25
- 7 [\*\*Guildhall Halls Business Plan\*\*](#) (Contact Officer: Nigel Cutting, Head of Art and  
Entertainments, tel. 01223 457 551) Page 27  
Appendix: Guildhall Halls Business Plan 2006-2009 Page 29

## **Exclusion of the press and public**

**Before considering the appendix of the next item on this agenda, the Committee 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 3 as defined in the Local Government (Access to Information) (Variation) Order 2006.**

## **Key Decisions for pre-scrutiny**

Scrutiny Committee members will be invited to comment on the reports shown below. The relevant Executive Councillor will be present at the meeting and, following consideration by the committee, will make a decision taking into account the committee's comments.

- 8 [\*\*ICT Contract Re-tendering. Recommendation of preferred supplier\*\*](#) (Officer  
contact, James Nightingale, IT Contract Manager, tel. 01223 457 461) Page 39  
Confidential Appendix: ICT Retendering- Recommendation of Preferred Supplier  
Page 41

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## **Non- Key Decisions for pre-scrutiny**

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- 9 **Tendering for the Internal Courier Service Contract** (Geoff Olliffe, Head of  
Reception Services, tel. 01223 457031) Page 47  
Appendix: Internal Courier Service Contract: Tender Evaluation Page 51

## **Information for the public**

### **Next scheduled meeting**

The next meeting of the Customer Services & Resources Scrutiny Committee is scheduled for **4 July 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.