



**Executive Councillor, Customer Services &
Resources: Cllr Liddle**

Agenda despatched and placed on public deposit: 15 March 2006

Agenda

B

Date: Monday, 27 March 2006
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 [Mandela House: Replacement of First and Second Floor Windows](#) (Contact Officer: John Cowin, Head of Property and Building Services, tel. 01223 457 431)
Appendix: Project Appraisal Form Page 1

- 3 [Hobson House: Replacement of Fire Alarm Installation](#), (Contact Officer: John Cowin, Head of Property and Building Services, tel. 01223 457 431) Page 11

Exclusion of the press and public

Before considering the report 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 2 and 3 as defined in the Local Government (Access to Information) (Variation) Order 2006.

- 4 General Debts. Bad Debts for Write Off** (Contact Officer: John Frost, Head of Revenue Services, tel. 01223 457 701/ Julia Minns, Head of Accounting Services, tel. 01223 458 134) Page 13
Appendix A: Schedule of debts to be written off

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 **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.