

# CAMBRIDGE CITY COUNCIL

## Record of Executive Decision

### Cambridge Climate Change Strategy & Action Plan

Decision of:	<b>The Leader, Ian Nimmo -Smith</b>		
Reference:	<b>08/S&amp;R/23</b>		
Date of decision:	<b>1 September 2008</b>	Recorded on:	<b>2 September 2008</b>
Decision Type:	<b>Key</b>		
<b>Matter for Decision:</b>	On 22 January 2007 The Leader, approved an action plan for the development of a Cambridge Climate Change Strategy and on 14 April 2008 a draft strategy was approved for public consultation. Responses to this consultation exercise and subsequent changes to the Climate Change Strategy are now presented for approval and recommendation to be adopted by full Council on 11 September		
<b>Why the decision had to be made (and any alternative options):</b>	A Cambridge Climate Change Strategy & Action Plan has been developed in order to deliver the Council medium term objective to "Promote Cambridge as a sustainable City, in particular by reducing carbon dioxide emissions and the amount of waste going into landfill in the City and Sub-region" and fulfil commitments arising from signing the Nottingham Declaration on Climate Change.		
The Executive Councillor's decision(s):	<b>Agreed:</b> Changes to the Cambridge Climate Change Strategy & Action Plan as detailed in the report approved and recommended to full Council for adoption on 11 September 2008.		
Reasons for the decision:	As set out in the Officers Report		
Scrutiny consideration:	The Scrutiny Committee considered and approved the recommendations by 5 votes to 0		
Report:	Agenda Item 5 of Agenda A on 1 September 2008		

Conflicts of  
interest:

No conflicts of interest were declared by the  
Leader.

Comments:

None

# CAMBRIDGE CITY COUNCIL

## Record of Executive Decision

### Annual Equalities Review

Decision of:	<b>The Leader, Ian Nimmo -Smith</b>	
Reference:	<b>08/S&amp;R/24</b>	
Date of decision:	<b>1 September 2008</b>	Recorded on: <b>2 September 2008</b>
Decision Type:	<b>Key</b>	
<b>Matter for Decision:</b>	The Executive Councillor is recommended to approve the Annual Equalities Review and Comprehensive Equalities Programme for publication.	
<b>Why the decision had to be made (and any alternative options):</b>	It is a requirement of the Equality Standard for Local Government that the Council has an annual programme of equalities work. This programme includes work that: <ul style="list-style-type: none"><li>• will be done corporately and by departments</li><li>• that relates to the Council as a service deliverer or an employer</li><li>• that encompasses all the equalities strands and the relevant actions from the three equalities schemes</li><li>• anticipates or responds to changes in legislation and best practice.</li></ul>	
The Executive Councillor's decision(s):	<b>Agreed:</b> To approve the Annual Equalities Review and Comprehensive Equalities Programme for publication.	
Reasons for the decision:	Legislation requires that all three of the Council's equalities schemes be reviewed every three years, and that an annual update on progress against each of the schemes is conducted and the results published. We have chosen to do this through the publication on the internet of an Annual Equalities Review.	

Scrutiny consideration:	The Scrutiny Committee considered and approved the recommendations by 5 votes to 0
Report:	Agenda Item 6 of Agenda A on 1 September 2008
Conflicts of interest:	No conflicts of interest were declared by the Leader.
Comments:	None

# CAMBRIDGE CITY COUNCIL

## Record of Executive Decision

<b>Medium Term Strategy 2008/09 to 2012/13</b>
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Decision of: **The Leader, Ian Nimmo -Smith**

Reference: **08/S&R/25**

Date of decision: **1 September 2008** Recorded on: **2 September 2008**

Decision Type: **Non Key**

**Matter for Decision:** To recommend to Council the Medium Term Financial Strategy.

**Why the decision had to be made (and any alternative options):** The decision is based on the Council's budgetary cycle and framework.

The Executive Councillor's decision(s): **Agreed:** To recommends to Council :  
**Revenue – General Fund**  
1. The revenue budget carry forward requests totalling £604,470 (as detailed in Annexe A to this report) together with the re-phasing of resources in respect of implementation of the Customer Access Strategy (as detailed in table 15 of the MTS) be approved.  
2. The budget strategy and process for the 2009/10 budget cycle as outlined in section 15 [paragraphs 15.1 to 15.55 refer] and Appendix B of the MTS document.  
In particular:-  
a) that the net General Fund budget (after use of reserves) be limited to £21,619,250 at this stage [paragraph 15.28 refers];  
b) That the adjusted gross expenditure, for the purpose of calculating committee cash limits, should exclude major in-term contractual / agreement obligations (Pools Service, Housing Repairs and ICT contracts); as identified in

paragraphs 15.21 to 15.23.

**3.** Agrees the revised General Fund revenue, funding and reserves projections as shown in Appendix L, and the associated decisions in section 8, of the MTS document. Specifically:-

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a) Priority Policy Fund - To agree to funding of £200,000 per annum [paragraphs 8.89 and 15.18 refer].

**4.** The authorisation of the Director of Finance to calculate final cash limits for committees based on the decisions taken in this report, based on the method shown in Appendix T.

#### **Revenue - HRA**

To express support for the HRA budget process and strategy as outlined in Section 15 [paragraphs 15.38 and 15.42] and Appendix M.

#### **Capital**

That Council agree the revised Capital Plan as shown in Appendix P [paragraphs 14.10 also refers], the Hold list as shown in Appendix S [paragraph 14.11 refers] and the funding as shown in Appendix O [paragraphs 14.5 to 14.9 and 13.26 to 13.31 also refer] of the MTS document.

The approval of capital approvals [paragraph 13.4 to 13.21 refer].

#### **Treasury Management**

To approve the changes to the Counterparty List being recommended to Council [Appendix H refers].

#### **Tabled Amendment New Recommendation**

To include a scheme in the Capital Plan for electrical re-wiring at the Mill Road Depot, the costs of £36,000 to be met from City Services' repairs and renewals funds.

Reasons for the decision:

As set out in the Officers Report

Scrutiny consideration:

The Scrutiny Committee considered and approved the recommendations by votes 5 to 1

Report:

Agenda Item 7 of Agenda A on 1 September 2008

Conflicts of

No conflicts of interest were declared by the

interest:

Leader.

Comments:

None

# CAMBRIDGE CITY COUNCIL

## Record of Executive Decision

<b>Review of the Council's use of powers under the Regulation of Investigatory Powers Act</b>
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Decision of:	<b>The Leader, Ian Nimmo -Smith</b>		
Reference:	<b>08/S&amp;R/26</b>		
Date of decision:	<b>1 September 2008</b>	Recorded on:	<b>2 September 2008</b>
Decision Type:	<b>Non Key</b>		
<b>Matter for Decision:</b>	To consider and comment upon the report. To identify any further steps that may be taken to consider or monitor use of the powers discussed in the report.		
<b>Why the decision had to be made (and any alternative options):</b>	The report outlines the powers available to the Council under the Regulation of Investigatory Powers Act 2000 (commonly known, and hereafter referred to, as "RIPA"). It explains the controls in place on the use of the powers and it contains information about the way the powers have been used in practice.  The report was prompted by recent public concern about the use of RIPA powers by local authorities and by a letter sent to all Council leaders in June by Sir Simon Milton, the outgoing Chairman of the Local Government Association. Sir Simon Milton's letter is appended to the report.		
The Executive Councillor's decision(s):	Considered and commented upon the report. Called for a further, in depth, report by February at the latest, to identify any further steps that may be taken to consider and monitor use of the powers discussed in the report.		

Reasons for the decision:

Scrutiny Committee discussions Officers Report

Scrutiny consideration:

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

Report:

Agenda Item 8 of Agenda A on 1 September 2008

Conflicts of interest:

No conflicts of interest were declared by the Leader.

Comments:

None

## CAMBRIDGE CITY COUNCIL

### Record of Executive Decision

#### Report for The Supply of Fuel for All Fleet Vehicles and Plant

Decision of: **Executive Councillor for Customer Services and Resources, Rod Cantrill**

Reference: **08/S&R/27**

Date of decision: **1 September 2008** Recorded on: **2 September 2008**

Decision Type: **Key**

**Matter for Decision:**

The supply of fuel for all Council owned vehicles and plant.

That fuel will be purchased using the ESPO (Eastern Shire Purchasing Organisation) contract. Permission is sought for a contract period of 5 years.

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

Historically the Supplies section at City Services has purchased fuel but as and from 1<sup>st</sup> September 2008 this function will transfer to the Fleet Management section. This transfer of responsibility for fuel is necessary to ensure that fuel usage and cost can be monitored more closely, fuel usage, linked to individual vehicles will be scrutinised in greater detail than at present, in order for us to help meet the Councils MTO's by reducing carbon emissions.

The Executive Councillor's decision(s):

**Agreed:** To give authority for the purchase of fuel using the ESPO contract for a period of 5 years from September 1<sup>st</sup> 2008 to 31<sup>st</sup> August 2013.

Reasons for the decision:

As set out in the Officers' Report

Scrutiny consideration:

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

Report:

Agenda item 10 of Agenda A 1 September 2008

Conflicts of interest:

No conflicts of interest were declared by the Executive Councillor for Customer Services and Resources.

Comments:

None

# CAMBRIDGE CITY COUNCIL

## Record of Executive Decision

### Appointments to Outside Bodies

Decision of:	<b>Executive Councillor for Customer Services and Resources, Rod Cantrill</b>		
Reference:	<b>08/S&amp;R/28</b>		
Date of decision:	<b>1 September 2008</b>	Recorded on:	<b>2 September 2008</b>
Decision Type:	<b>Non Key</b>		
<b>Matter for Decision:</b>	To make an appointment to the Local Government Information Unit (LCGU) and Cambridge United Charities (CUC).		
<b>Why the decision had to be made (and any alternative options):</b>	As part of the annual appointment process and in light of the policy adopted on 3 September 2007.		
The Executive Councillor's decision(s):	<b>Agreed:</b> 1) To appoint Cllr Reid to LGIU for 2008/09.  2) To appoint Peter Stevenson as a new trustee to Cambridge United Charities as per their nomination.		
Reasons for the decision:	This is in line with the policy confirmed in 07/S&R/10		
Scrutiny consideration:	The Scrutiny Committee considered and approved the recommendations by 4 votes to 0		
Report:	Agenda item 11 of Agenda A 1 September 2008		
Conflicts of interest:	No conflicts of interest were declared by the Executive Councillor for Customer Services and Resources.		
Comments:	None		

# CAMBRIDGE CITY COUNCIL

## Record of Executive Decision

<b>Framework Contracts for the provision of external Legal Services</b>
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Decision of: **Executive Councillor for Customer Services and Resources, Rod Cantrill**

Reference: **08/S&R/29**

Date of decision: **1 September 2008** Recorded on: **2 September 2008**

Decision Type: **Non Key**

**Matter for Decision:** Up until now, external legal support has been procured on an ad hoc basis. The report explains the approach we are taking to a more structured approach and seeks authority to enter into framework contracts with external legal suppliers.

**Why the decision had to be made (and any alternative options):** The City Council is making increasing use of external providers of legal services. Although the in-house legal team meets the bulk of the Council's need for legal support, external legal services are needed on occasion by reason of the specialist nature of work or for reasons of capacity.

The Executive Councillor's decision(s): **Agreed:**  
1) The approach taken towards procurement of external legal services  
2) To authorise the Head of Legal Services to select and enter into framework contracts with external legal suppliers following the conclusion of the current tendering exercise.

Reasons for the decision: As set out in the Officers' Report

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

Report: New Agenda item 12 of Agenda A 1 September 2008

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor for Customer Services and Resources.

Comments: None

# CAMBRIDGE CITY COUNCIL

## Record of Executive Decision

### Guildhall Projects

Decision of: **Executive Councillor for Customer Services and Resources, Rod Cantrill**

Reference: **08/S&R/30**

Date of decision: **1 September 2008** Recorded on: **2 September 2008**

Decision Type: **Key**

**Matter for Decision:**

At the Strategy & Resources Scrutiny Committee on 14<sup>th</sup> November 2006 the Executive Councillor approved expenditure of £613,140 on the Guildhall Working Party project to improve and increase the use of the Guildhall and the Peas Hill area. This work has resulted in the development of 2 options for consideration:

Option 1 requires an initial capital investment of £1.18m and is considered to be the Option that best meets the original objectives. It has payback period of 9 years and delivers a rate of return of approximately 21.3% based on an ongoing long-term revenue benefit of £251,793 p.a. from 2019/20.

Option 2 requires a capital investment of £0.9m and is considered to meet most of the original objectives. It has a payback period of 10 years and delivers a rate of return of approximately 22.6% but with a materially lower ongoing long-term revenue benefit of £203,293 p.a.

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

1. Maximise the Guildhall's role as the civic presence in the City Centre;
2. Make the Guildhall more welcoming to the public

The Executive

**Agreed:**

Councillor's decision(s):

- 1) Approved Option 1, requiring the preparation and submission of revised plans;
- 2) To recommend the resultant revised capital scheme (SC342) for approval by Council, based on the allocation of additional capital funding of £566,860 to be met from the additional Local Authority Business Growth Incentive (LABGI) receipt in respect of 2007;

and

- 3) To limited waivers of the Contract Procedure Rules relating to the procurement of the contracts

Reasons for the decision:

As set out in the Officers' Report

Scrutiny consideration:

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

Report:

New Agenda item 15 of Agenda A 1 September 2008

Conflicts of interest:

No conflicts of interest were declared by the Executive Councillor for Customer Services and Resources.

Comments:

None

# CAMBRIDGE CITY COUNCIL

## Record of Executive Decision

### Lion Yard Projects

Decision of: **Executive Councillor for Customer Services and Resources, Rod Cantrill**

Reference: **08/S&R/32**

Date of decision: **1 September 2008** Recorded on: **2 September 2008**

Decision Type: **Key**

**Matter for Decision:**

The City Centre Development Scrutiny Committee considered the future development of the Lion Yard Shopping Centre in 2006 and 2007 when the head lessee outlined the strategy for the Centre in light of changes to the retail environment in Cambridge.

Consent was given for the Phase 1 proposals and further consent has been requested to bring forward some aspects of Phase 2 ahead of the original time scales. The report outlines the proposals and the issues around them.

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

The head lessee has requested the Council's consent for further development, including bringing forward some aspects previously in their Phase 2 proposals.

**The Executive Councillor's decision(s):**

**Agreed:** To recommend to Council the granting of consent for the additional works and to the proposed financing of the Council's share of the costs

**Reasons for the decision:**

As set out in the Officers' Report

**Scrutiny consideration:**

The Scrutiny Committee considered and approved the recommendations by 4 votes to 0

**Report:**

New Agenda item 16 of Agenda A 1 September 2008

Conflicts of  
interest:

No conflicts of interest were declared by the  
Executive Councillor for Customer Services and  
Resources.

Comments:

None

# CAMBRIDGE CITY COUNCIL

## Record of Executive Decision

### General Debts – Bad Debts for Write Off

Decision of: **Executive Councillor for Customer Services and Resources, Rod Cantrill**

Reference: **08/S&R/33**

Date of decision: **1 September 2008** Recorded on: **2 September 2008**

Decision Type: **Non Key**

**Matter for Decision:** To approve the recommended write-off in the financial year ended 31st March 2009 from the General Income accounts where there are amounts that are deemed not to be collectable.

**Why the decision had to be made (and any alternative options):** Officers have concluded that there is no further practicable recovery action available to the Council for the recovery of these amounts.

The Executive Councillor's decision(s): **Agreed:** To approve the recommended write-off of 3 debts totalling £11,420.51 as summarised in 'Appendix A' to confidential report.

Reasons for the decision: As set out in the Officers' Report

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

Report: Agenda item 17 of Agenda A 1 September 2008

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor for Customer Services and Resources.

Comments: None

# CAMBRIDGE CITY COUNCIL

## Record of Executive Decision

### **NNDR – Benefits Irrecoverable Debts to be Written-Off**

Decision of:	<b>Executive Councillor for Customer Services and Resources, Rod Cantrill</b>		
Reference:	<b>08/S&amp;R/34</b>		
Date of decision:	<b>1 September 2008</b>	Recorded on:	<b>2 September 2008</b>
Decision Type:	<b>Non Key</b>		
<b>Matter for Decision:</b>	To agree that those accounts where it is deemed that the amount of outstanding debt in relation to NNDR/Business Rates and Benefits are irrecoverable are to be written-off.		
<b>Why the decision had to be made (and any alternative options):</b>	All debt included have been subject to normal recovery proceedings including Court proceedings, Liability Orders, bailiff action and arrangements to pay.		
The Executive Councillor's decision(s):	<b>Agreed:</b> the write-off of the debits deemed irrecoverable as shown in Appendix 'A' & 'B' to the report.		
Reasons for the decision:	As set out in the Officers' Report		
Scrutiny consideration:	The Scrutiny Committee considered and approved the recommendations by 4 votes to 0		
Report:	Agenda item 18 of Agenda A 1 September 2008		
Conflicts of interest:	No conflicts of interest were declared by the Executive Councillor for Customer Services and Resources.		
Comments:	None		

