

**CABINET SCRUTINY COMMITTEE – 18 JANUARY 2006**

Report Title:	<b>Changes to Office Accommodation</b>
Documents Attached:	<ul style="list-style-type: none"><li>(a) Report to Cabinet Member for Member Services published on 13 December 2005.</li><li>(b) Record of Decision 05/00730 taken by Cabinet Member for Member Services (Leader of Council) on 21 December 2005.</li><li>(c) Memo from Chief Executive to Leader of Opposition dated 3 November 2005*.</li><li>(d) Letter from Conservative Group Chief Whip to all Members of Conservative Group dated 17 November 2005*.</li><li>(e) Memo from Property Group to all staff in HQ buildings dated 20 December 2005*.</li></ul>
Purpose of Consideration:	<ul style="list-style-type: none"><li>(a) to question whether the correct procedures were followed in this case;</li><li>(b) to establish who gave authorisation for the expenditure and for the works to commence prior to the formal decision being taken on 21 December;</li><li>(c) to establish from which budget the cost of the works will be met.</li></ul>
Possible Decisions:	<p>The Constitution (<i>Appendix 4 Part 8</i>) requires the Committee to take one of the following decisions:-</p> <ul style="list-style-type: none"><li>(a) make no comments; or</li><li>(b) express comments but not require reconsideration of the decision; or</li><li>(c) require implementation of the decision to be postponed pending reconsideration of the matter by the decision-taker in the light of the Committee's comments; or</li><li>(d) require implementation of the decision to be postponed pending reconsideration of the matter by full Council.</li></ul>
Previous Consideration:	None.
Background Documents:	As above.

\* These documents were supplied by and are included at the request of the Chairman of the Committee