

**CAMBRIDGE CITY COUNCIL**  
Record of Executive Decision

<b>TOURIST INFORMATION CENTRE AIR COOLING SCHEME</b>
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<b>Decision of:</b>	Executive Councillor for Public Places, Andrea Reiner	
<b>Reference:</b>	13/URGENCY/ENV/1	
<b>Date of decision:</b>	10/07/13	<b>Recorded on:</b> 10/07/13
<b>Decision Type:</b>	Non-Key Decision	
<b>Matter for Decision:</b>	<p>The Executive Councillor was asked to approve the commencement of the Tourist Information Centre Air Cooling Project, which was already included in the Council's Capital and Revenue Project Plan (SC573).</p> <p>The total cost of the project is <b>£34,480</b>, funded from Reserves, of which <b>£25,000</b> has been approved and <b>£9,480</b> is pending approval.</p> <p>The Executive Councillor is therefore asked to approve the additional funding relating to the project, using the urgency decision powers as stated in the following section of Cambridge City Council Constitution:</p> <p><i>"Urgent decisions outside the budget or policy framework", Section 6 of the Budget and Policy Framework Procedure Rules (Part 4C of the Constitution)</i></p>	
<b>Why the decision had to be made (and any alternative options):</b>	<p>As stated in Part 4C section 6.1 of the Council's Constitution, individual members of the Executive 'may take a decision which is contrary or not wholly in accordance with the budget approved by the full Council if the decision is a matter of urgency'.</p> <p>As specified under Part 4C 6.1.2 of the Councils Constitution, it was not deemed practical to convene a quorate meeting of Council to take this decision.</p>	
<b>The Executive Councillor's decision(s):</b>	<p>The Executive Councillor approved the commencement of the project, which is already included in the Council's Capital &amp; Revenue Project Plan (SC573).</p> <p>The total cost of the project was <b>£34,480</b>, funded from Reserves, of which <b>£25,000</b> had been approved.</p> <p>The Executive Councillor approved the additional funding of <b>£9,480</b>.</p>	

**Reasons for the decision:**

An August installation of the proposed air cooling system is important, as the service is beginning to experience daily problems with the temperature in the Tourist Information Centre. High temperatures have an impact on dwell time for visitors and the comfort levels for staff, during the busiest time of the year for the service, and if not resolved in the near future, will have a detrimental effect on the level on commercial income that can be generated during this key period of the year.

The lead time for the manufacturing of the cooling unit, of which is a key part of the project, is 5 weeks. In order to secure an August installation, confirmation of the contract would need to take place as soon as possible.

**Scrutiny consideration:**

As required by the Councils Constitution under the urgent decisions and special urgency procedure rules (Para 16 of Part B), the agreement of the Chair of the Environment Scrutiny Committee has been obtained.

**Report:**

See attached

**Conflicts of interest:**

None

**Comments:**

This urgent decision under special urgency will be reported back to Full Council on 18 July 2013 and the Environment Scrutiny Committee on 8 October 2013.