

Meeting of Assets and Procurement Committee Decision Statement

Meeting: 11 March 2026
Published: 12 March 2026

Each decision set out below will come into force and may then be implemented on the expiry of three full working days after the publication of the decision statement and may then be implemented, unless subject to a decision review request [see note on decision review below].

1. Apologies for Absence and Declarations of Interest

Apologies were received from Councillor Hathorn (substituted by Councillor Levien), Councillor Gardener (substituted by Councillor Keane) and Councillor Ioannides.

There were no declarations of interest.

2. Minutes of the meeting held 13 January 2026 and Action Log

The minutes of the meeting held 13 January 2026 were agreed as a correct record and signed by the Chair.

The Action Log was noted with updates.

3. Petitions and Public Questions

There were no petitions or public questions.

Key Decisions

4. Property Disposal of Hawthorns, Cambridge

It was resolved unanimously to:

- a) Review and approve the recommended offer in accordance with Section 123 of the Local Government Act 1972.
- b) Delegate authority to the Executive Director of Finance and Resources in consultation with the Chair and Vice Chair of the Assets and Procurement Committee to agree terms, execute the necessary documentation, and complete the disposal of this property.

5. Procurement of Microsoft Licensing and Software Agreement

It was resolved unanimously to:

- a) Agree the procurement of the Microsoft Enterprise Agreement contract.
- b) Delegate authority to the Executive Director for Finance and Resources in consultation with the Chair and Vice Chair of Assets and Procurement for awarding and executing a contract for the provision of Microsoft Enterprise Agreement starting 1 October 2026.

6. Procurement of Laptop Supply Contract

It was resolved unanimously to:

- a) Approve the procurement of the Laptop Supply contract for three years, with two optional extensions of up to two additional years.
- b) Delegate authority to the Executive Director for Finance and Resources in consultation with the Chair and Vice Chair of Assets and Procurement for awarding and executing the contract.

7. Re-procurement of the Cleaning and Grounds Contract

It was resolved unanimously to:

- a) Approve the commencement of the re-procurement of the Cleaning & Grounds Maintenance Facilities Management Contract for a term of two years from 1 April 2027 to 31 March 2029 with the option to extend for two one-year periods. (2+1+1)
- b) Delegate authority to the Executive Director of Finance and Resources in consultation with the Chair and Vice Chair of the Assets and Procurement Committee to re-procure the Cleaning and Grounds contract under the agreed terms.

Other Decisions

8. Land and Property Disposal Policy

It was resolved unanimously to approve the Land and Property Disposal Policy and the appendices accompanying the Policy.

9. Procurement Compliance Report

It was resolved unanimously to note the content of this report.

10. **Assets and Procurement Committee Agenda Plan, Training Plan, and Appointments to Outside Bodies and Internal Advisory Groups**

It was resolved unanimously to note the agenda plan.

Notes:

Statements in bold type indicate additional resolutions made at the meeting.

For more information contact:

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