

A meeting of the **CABINET** will be held in **CABINET ROOM, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 27 MAY 2004** at **11:30 AM** and you are requested to attend for the transaction of the following business:-


Contact
(01480)

APOLOGIES

1. MINUTES

To approve as a correct record the Minutes of the Meeting held on 6th May 2004.

Mrs H Lack
388006

2. CUSTOMER FIRST CONTACT CENTRE - RECRUITMENT AND RETENTION STRATEGY

(a) To consider a report by the Overview and Scrutiny Panel (Service Delivery and Resources) regarding their deliberations on the proposed Recruitment and Retention Strategy for the Customer First Contact Centre.

A Roberts
388009

(b) To consider a report by the Director of Operational Services presenting a proposed Recruitment and Retention Strategy for the Customer First Contact Centre.

Mrs E Wilson
388301

[The comments from the meeting of the Employment Panel held on 24th May 2004 will be reported at the Cabinet meeting].

3. REPAYMENT OF LOANS MADE FOR REPAIR / REFURBISHMENT OF PRIVATE SECTOR HOUSING

To consider a report by the Head of Housing Services outlining the estimated rate at which loans made under the Council's Repair Assistance Policy will be repaid to the Council.

S Plant
388240
Ms J Barrett
388203

4. HOMELESSNESS - PRIVATE SECTOR LEASE SCHEME

To consider a report by the Head of Housing Services seeking approval to increase the number of properties within the Private Sector Lease Scheme with King Street Housing Society.

J Collen
388220
S Plant
388240

5. GOVERNANCE ISSUES

To consider a report by the Head of Administration outlining proposals to establish a Corporate Governance Panel for the Council.

**R Reeves
388003**

6. MONITORING OF THE CAPITAL PROGRAMME 2003/04

To consider a report by the Head of Financial Services on progress of the 2003/04 programme.

**S Couper
388103**

7. TREASURY MANAGEMENT INVESTMENT PERFORMANCE

To consider a report by the Head of Financial Services on levels of performance achieved by the Fund Managers during the quarter ending 31st March 2004.

**S Couper
388103**

8. RESPONSE TO DEFRA CONSULTATIONS ON THE UNLAWFUL DISPOSAL OF WASTE

To consider a report by the Head of Operations presenting the Council's proposed responses to recent consultation documents issued by the Department for Environment, Food and Rural affairs.

**R Ward
388635**

9. DISTRICT COUNCIL HEADQUARTERS AND OTHER ACCOMMODATION MEMBERS' ADVISORY GROUP

To receive a report (TO FOLLOW) of the meeting of the District Council Headquarters and other Office Accommodation Members' Advisory Group held on 19th May 2004.

**A Roberts
388009**

10. EXCLUSION OF THE PUBLIC

To resolve:-

that the public be excluded from the meeting because the business to be transacted contains exempt information relating to the financial or business affairs of a particular person, the amount of expenditure to be incurred by the authority under a particular contract for the supply of goods/services, the terms proposed by the Authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services and the opinion of counsel in connection with the determination of

any matter affecting the authority.

11. PURCHASE OF AIR QUALITY MONITORING EQUIPMENT

To consider a report by the Head of Environmental Health seeking approval to accept a quotation for the purchase of air quality monitoring equipment.

**J Allen
388281**

12. COUNCIL HEADQUARTERS AND DEPOT FEASIBILITY STUDY

To consider a report by the Head of Environment and Transport and the recommendations of the District Council Headquarters and Members Accommodation Advisory Group on the release of funding in the MTP for a feasibility study of the options for the District Council's headquarters and depot accommodation and the appointment of consultants to undertake the study.

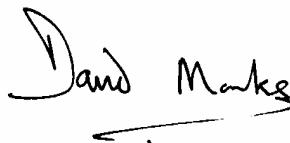
**R Preston
388340**

13. PROPOSED DEVELOPMENT OF SAPLEY SQUARE, HUNTINGDON

To consider a report by the Chief Officer's Management Team updating Members on the current position with regard to the development of Sapley Square and inviting the Cabinet to consider the Contractual and Procurement processes.

**S Couper
388103**

Dated this 19th day of May 2004



Chief Executive

Please contact Miss C Harris, Democratic Services Officer, Tel No. 01480 388234 if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Cabinet.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit and to make their way to the base of the flagpole in the car park at the front of Pathfinder House.