

# HUNTINGDONSHIRE DISTRICT COUNCIL

## CABINET

THURSDAY, 27 MAY 2004

### DECISION SHEET

**PRESENT:** I C Bates, Mrs J Chandler, R L Clarke, Mrs K P Gregory, N J Guyatt, D P Holley,  
T V Rogers and L M Simpson

ITEM NO.	SUBJECT	CONTACT OFFICER
1	<p><b>Customer First Contact Centre - Recruitment and Retention Strategy</b></p> <p>Subject to the amendment of the covering report to reflect the employment of 12 contact centre agents whose positions will in the first instance be advertised internally and having accepted the recommendations of the Overview and Scrutiny Panel (Service Delivery and Resources) concerning the use of the term "Call Centre", the Cabinet has approved the Customer First Recruitment and Retention Strategy.</p> <p>The Cabinet has also approved the release from the existing MTP of £155,000 in 2004/05 and £297,000 from 2005/06 onwards to enable the appointment to the posts referred to in paragraph 3.2 of the report.</p>	<p>A Roberts 388009</p> <p>Mrs E Wilson 388301</p>
2	<p><b>REPAYMENT OF LOANS MADE FOR REPAIR / REFURBISHMENT OF PRIVATE SECTOR HOUSING</b></p> <p>The Cabinet has noted the report of 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.</p>	<p>S Plant 388240 Ms J Barrett 388203</p>
3	<p><b>HOMELESSNESS - PRIVATE SECTOR LEASE SCHEME</b></p> <p>The Cabinet has:</p> <ul style="list-style-type: none"><li>a) Approved the extension of the Private Sector Lease Scheme with King Street Housing to meet the local needs of providing temporary accommodation for homeless households subject to each phase being evaluated to ensure that it will result in financial benefit to the Council and that maximum flexibility is preserved;</li><li>b) Approved the use of the ODPM Homelessness Grant of £23,000 to finance the management charges for the first year of the next phase;</li></ul>	<p>J Collen 388220 S Plant 388240</p>

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	<p>c) Approved the necessary budget transfer from the housing benefits budget to the homelessness budget for each phase but note that fluctuations in demand for housing benefits may, despite these proposals, still result in unavoidable overspendings.</p>	
4	<p><b>Governance Issues</b></p> <p>RECOMMENDED, subject to the comments of the Standards Committee that the full Council</p> <ul style="list-style-type: none"> <li>a) establish a Corporate Governance Panel with terms of reference as set out in paragraph 4.1 of the report submitted;</li> <li>b) that the Panel comprise 7 Members including a minimum of one and a maximum of three Members of the Cabinet;</li> <li>c) That the terms of reference of the Standards Committee be amended to omit those other duties allocated to it which do not relate to the Members Code of Conduct as listed on page 28 of the constitution; and</li> <li>d) That Article 4 of the constitution relating to the full Council be amended to delete the reference in paragraph 1(b) in relation to the Council Tax Base and the insertion of a reference to the control of the Council's investments.</li> </ul>	<p>R Reeves 388003</p>
5	<p><b>MONITORING OF THE CAPITAL PROGRAMME 2003/04</b></p> <p>Subject to the changes to the figures identified within the report, the Cabinet had noted the variations from the currently approved Capital Programme for 2003/04 and the expected capital savings and revenue impact.</p> <p>The Cabinet has also approved the financing of the upgrading of the CCTV links to St Neots and St Ives estimated at £40,000 from the 2004/05 provision for camera replacements.</p>	<p>S Couper 388103</p>
6	<p><b>TREASURY                      MANAGEMENT                      INVESTMENT</b> <b>PERFORMANCE</b></p> <p>The Cabinet has noted the levels of performance achieved during the period January to March 2004 in the matter of investment of the Council's Capital Receipts.</p>	<p>S Couper 388103</p>

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7	<p><b>RESPONSE TO DEFRA CONSULTATIONS ON THE UNLAWFUL DISPOSAL OF WASTE</b></p> <p>Subject to the incorporation of a more strongly worded introduction outlining the Council's concerns at the proposal to shift responsibility for the majority of enforcement to waste collection authorities without matching funds to establish the necessary infrastructure, the Cabinet has endorsed the District Council's proposed response to the consultations.</p> <p>The Cabinet has also authorised appropriate representations on the matter to be made to the Local Government Association, copies of which are to be sent to the Local MPs and the Minister for Local Government and the Regions.</p>	R Ward 388635
8	<p><b>DISTRICT COUNCIL HEADQUARTERS AND OTHER ACCOMMODATION MEMBERS' ADVISORY GROUP</b></p> <p>The Cabinet has noted the report of the meeting of the District Council's Headquarters and other Accommodation Advisory Group.</p>	A Roberts 388009
9	<p><b>Purchase of Air Quality Monitoring Equipment</b></p> <p>The Cabinet has approved the acceptance of the estimate from Thermo Electron for the supply of air quality monitoring equipment.</p> <p>The Cabinet has also approved a supplementary capital estimate of £29,000 and a reduction in the revenue budget by the saving shown in paragraph 4.1 of the report.</p>	J Allen 388281
10	<p><b>COUNCIL HEADQUARTERS AND DEPOT FEASIBILITY STUDY</b></p> <p>The Cabinet has approved the release of £75,000 from the MTP for a feasibility study of the options for the District Councils headquarters and depot accommodation and approved the acceptance of the tender submitted by Lambert Smith Hampton.</p>	R Preston 388340
11	<p><b>PROPOSED DEVELOPMENT OF SAPLEY SQUARE, HUNTINGDON</b></p> <p>Subject to the conditions set out in paragraph 6.5 of the report, the Cabinet has approved the procurement process for the main contract and the Council entering into the contract.</p>	S Couper 388103

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	<p>The Cabinet has also approved the employment of QS, as Employer's Agent, on the contract terms originally agreed and the procurement process and acceptance of the County Council as Clerk of Works services.</p>	