

# Agenda

**Meeting of** : The Cabinet  
**Meeting held in** : Alamein Suite, City Hall, Salisbury  
**Date** : Wednesday 11 October 2006  
**Commencing at** : 5.00 pm

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- 1 **Apologies:**  
To receive any apologies for absence.
- 2 **Declarations of Interest:**
- 3 **To Receive Minutes of Last Meeting:**  
To receive minutes of last meeting and to receive updates on the decisions from the respective Portfolio Holders.
- 4 **Public Question/Statement Time:**  
To receive public questions/statements at this meeting.  
  
Please note that in accordance with the Council's Constitution a question/statement may only be asked /made if written notice has been given to the Head of Democratic Services by midday on the working day before the meeting.
- 5 **Forward Plan (Agenda):**  
To consider the Leader's proposed 4 month Forward Plan for the period 1 November 2006 – 28 February 2007 (copy attached) which needs to be approved for publication on 14 October to become operational from 1 November 2006.
6. **Call-in Decisions:**  
To consider any Scrutiny Panel Call-in's of decisions taken at last meeting.
7. **Proposed Housing Stock Transfer- To consider response to the outcome of the Consultation Exercise:**  
To consider the report of the Head of Housing Management.  
  
*Cabinet Member for Community and Housing*
8. **Customer Services Integration 2006 – 2008:**  
To consider the attached report of the Head of Customer Services.  
  
*Cabinet Member for Resources*



INVESTOR IN PEOPLE



CUSTOMER SERVICE EXCELLENCE

Awarded in:  
Housing Services  
Waste and Recycling Services

**Recommended – that**

- (1) Approve the appointment of an additional customer services officer at a cost of £24,000 including on costs.
- (2) Revenue costs of £151,000 (including the £24,000 in (1) ) be included in the resources portfolio plan for 2007/2008 to reflect the current cost of Customer Services.
- (3) Capital costs of £51,000 be included in the resources portfolio plan for 2007/2008 to reflect the new contact centre software, licences and roll out of new numbers.
- (4) Cabinet approve the planned migration of service to CSU at their preferred service quality level to be contained within existing budgets over the periods as shown in table 6.

**9. Access to Council Services in Rural Areas and for Extended Hours:**

To consider the attached report from the Head of Customer Services.

*Cabinet Member for Resources*

**Recommended – that**

- (1) CF Partnership to include review of opportunities for joint service delivery via mobile libraries
- (2) Downton clinic to be maintained, with budget provision as outlined in the Customer Service Integration 2006 – 08 report
- (3) Tisbury and Wilton Clinics to be formally closed down
- (4) Improve promotion of Downton, Mere and Amesbury service to adjacent parishes
- (5) Approve work to prepare for extended telephony opening hours in Amesbury and Mere in October 2007
- (6) Investigate the potential of co-browsing utilising the infrastructure work within the Development Services project, or if this is not feasible, by seeking an external source of approximately £20K funding to enable a pilot at three locations for one year.

**10. Audit Commission Report on Large Scale Voluntary Transfer Pre Ballot Stage Assessment:**

To consider the attached Audit Commission report.

*Cabinet Member for Community and Housing*

**Recommended – that**

- (1) Note the report and its findings
- (2) Agree with the reports recommendations and
- (3) Congratulate the project board for an excellent assessment of its management of the project

**11. Abandoned Vehicles Update:**

To consider the attached report of the Waste Management Officer and any recommendations arising from the Environment and Transport Overview and Scrutiny Panel's meeting held on 2 October 2006.

*Cabinet Member for Environment and Transport*

**Recommended – to**

- (1) Note the report.
- (2) Approve the proposed amendments to the contract for the "Removal, Storage and Destruction of Abandoned Vehicles":
  1. As per s 5.3.1
  2. As per s 5.3.2
  3. As per s 5.3.3

12. **Enforcement of Street Care Regulations - Publicity and Training:**

To consider the attached joint report of the Street Care Officer and Waste Management Officer.

*Cabinet Member for Environment and Transport*

**Recommended** – to

- (1) Note the report.
- (2) Approve the proposal in S.2 for the publicity campaign.
- (3) Approve the proposal in S.3 for staff training.

13. **Comprehensive Business Plan for the Crematorium:**

To consider the attached report of the Head of Community Initiatives.

*Cabinet Member for Community and Housing*

**Recommended** – that the Cabinet approves the appointment of a consultant by the Head of Community Initiatives in accordance with Financial Regulations and Contract Standing Orders to undertake the work and that, as part of the councils budgetary consultation exercise for the next financial year, a bid for £25K from the council's capital programme is included in the Community and Housing portfolio plan for 2007/08.

14. **Proposed Adoption of Legislation Introducing Extending Tenancies to Introductory Tenancies:**

To consider the attached report of the Acting Housing Manager Area 1.

*Cabinet Member for Community and Housing*

**Recommended** – that to ensure our tenancies are managed efficiently and effectively, and to the benefit of both the tenants concerned and those suffering as a result of anti-social behaviour:

- The Council adopts the proposals, set out in the Housing Act 2004, to extend introductory tenancies where appropriate.
- The Council's powers to extend an introductory tenancy are delegated to the Head of Housing Management.

15. **Action Plan to Implement the Recommendations Arising from the Recruitment and Retention Scrutiny Review:**

To consider the attached Action Plan from the Head of People and Organisation Development, which the Joint Consultative Forum has recommended for Approval at its July meeting. The views of the Salisbury District Branch of UNISON on the Review are also attached as it has requested.

*Cabinet Member for Resources*

**Recommended** – that the Action Plan be approved.

16. **Funding for Homelessness Projects:**

To consider the attached report of the Head of Strategic Housing.

*Cabinet Member for Community and Housing*

**Recommended** – to

- (1) Agree and approve which of the conditions are to be applied to the allocation of capital grant to housing projects as set out in paragraph 3.
- (2) Approve the allocation of £500,000 capital grant to Alabare for the remodelling of Damascus House. This is subject to Alabare achieving the relevant planning consents and additional funding for the project.
- (3) To approve Option C in Proposal 2 for Morning Star to receive an allocation of revenue funding for 2006 to 2009 and the one-off capital funding of £2,800.
- (4) Approve the capital allocation of £198,000 to Signpost Housing Association for the remodelling of 51 St Marks Road.

**17. Joint Consultative Forum:**

To consider the following recommendations arising from the Forum meeting held on 29 September 2006 (reports attached)

*Cabinet Member for Resources*

**Recommended** – that

- (1) the [Capability Procedure](#) be adopted; and
- (2) The [ICT Policy](#) be adopted

**18. Any Urgent Business Requiring a Decision:**

A handwritten signature in blue ink, appearing to read 'D. Crook'.

**David Crook**  
Acting Chief Executive  
03 October 2006