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29 July 2007



South  
Cambridgeshire  
District Council

To: The Leader – Councillor RMA Manning  
Deputy Leader – Councillor SM Edwards  
Members of the Cabinet – Councillors Dr DR Bard, Mrs SM Ellington,  
Mrs VG Ford, MP Howell, Mrs DSK Spink MBE and NIC Wright

Dear Councillor

You are invited to attend the next meeting of **CABINET**, which will be held in the **COUNCIL CHAMBER, FIRST FLOOR** at South Cambridgeshire Hall on **MONDAY, 9 JULY 2007 at 2.00 p.m.**

Yours faithfully  
**GJ HARLOCK**  
Chief Executive

Requests for a large print agenda must be received at least 48 hours before the meeting.

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<b>AGENDA</b>		<b>PAGES</b>
<b>PROCEDURAL ITEMS</b>		
1.	<b>Apologies for Absence</b>	
2.	<b>Minutes of Previous Meeting</b> To authorise the Leader to sign the Minutes of the meeting held on 14 June 2007 as a correct record.	1 - 8
3.	<b>Declarations of Interest</b>	
<b>RECOMMENDATIONS TO COUNCIL</b>		
4.	<b>Annual Food Safety Service Plan 2007/08</b>	9 - 38
5.	<b>Annual Health and Safety Plan 2007/08</b>	39 - 60
6.	<b>Community and Cultural Strategy 2007-2012</b> The Strategy is enclosed as a separate document.	61 - 68
7.	<b>Housing Strategy 2007-2010</b>	69 - 116
<b>POLICY ITEMS</b>		
8.	<b>Private Sector Housing Renewal Strategy</b>	117 - 154
9.	<b>Choice-Based Lettings (CBL) Policy</b>	155 - 258

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|-----|---|-----------|
| 10. | <b>Corporate Objectives 2008/2009</b><br>An oral update will be given at the meeting.   |           |
| 11. | <b>Customer Service Strategy 2007-2010</b>  | 259 - 300 |
| 12. | <b>Communications Strategy and Implementation Plan</b>  | 301 - 348 |
| 13. | <b>Gambling Act 2005 Fees Setting</b><br>Cabinet is recommended to approve the level of fees in respect of the Gambling Act 2005, considered by the Licensing Committee on 20 June 2007. The minute reference and table of fees from that meeting are attached. | 349 - 352 |
| 14. | <b>Model Charter with Parish Councils</b>   | 353 - 360 |

**OPERATIONAL ITEMS**

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|-----|--|-----------|
| 15. | <b>Introduction of Local Housing Allowances (LHA): Resources Implications</b>  | 361 - 366 |
| 16. | <b>Traveller Issues: Priorities and Resources</b>  | 367 - 378 |
| 17. | <b>Business Process Re-engineering</b><br>It is RECOMMENDED that Cabinet <b>WITHDRAWS</b> its decision of 14 June 2007, when it agreed to:<br>(a) end the Business Process Re-engineering programme of reviews and to re-direct the remaining resources to undertake a series of discreet service reviews using a best value approach;<br>(b) request the Resources Portfolio Holder to include the shortfall in efficiency savings resulting from the end of the business process re-engineering in the next review of the medium term financial strategy in the autumn; and<br>(c) delete the post of Business Analyst from the Council's authorised establishment list from 1 July 2007<br>on the basis that any such decision should be made by Full Council, not Cabinet. |           |

The Business Process Re-engineering (BPR) project was introduced as part of the Transformation Project in 2005. On 16th November 2005 Full Council established the Transformation Committee and gave it the powers to implement the recommendations set out in the Transformation Project Business Case Version 5.0.

"Implementation" was defined in the resolution as including the following: "applying Business Process Reviews to all service areas to challenge what is being done and consider potential transfer to the Contact Centre; embed these reviews as part of annual service planning and use them to identify and quantify all savings."

On 22 February 2007 Full Council agreed to disband the Transformation Committee and transfer its powers to the Cabinet " to enable a co-ordinated approach to be taken to the **implementation** of the Transformation Project and Improvement Plan."

The Principal Solicitor has advised that the minutes appear to only delegate **implementation** of the Transformation Project, first to the Transformation Committee and then to the Cabinet. Any decision **not to implement** appears to be retained by Full Council. Cabinet are therefore advised to withdraw their decision of 14 June and refer the matter back to Full Council for decision.

- 18. Housing Futures Update (Urgent Item)** **379 - 380**  
*Urgent item accepted with permission of the Leader.*

**INFORMATION ITEMS**

- 19. Expenditure Outturn 2006/07** **381 - 392**

**STANDING ITEMS**

- 20. Inspire Project** **393 - 398**
- 21. Matters Referred by Scrutiny and Overview Committee**
- 22. Updates from Cabinet Members Appointed to Outside Bodies**

## **GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL**

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