

**LARGER PRINT COPY AVAILABLE
PLEASE TELEPHONE: 01493 846325**

CABINET

23 July 2008 – 6.00 pm

PRESENT:

Councillor B Coleman (in the Chair); Councillors Ames, Plant, Shrimplin and Stone.

Councillors Castle and Walker attended by invitation.

An apology for absence was received from Councillor Peck.

Mr R Packham (Managing Director), Mrs J Ratcliffe (Executive Director – Customers and Resources), Mr S Duncan (Head of Financial Services), Mrs P Fox (Interim Head of Corporate Services), Mr R Hodds (Member Services Manager and Scrutiny Officer) and Mr J Davis (Emergency Planning Officer).

1. MINUTES

The minutes of 25 June 2008 were confirmed.

2. ISSUES ARISING FROM SCRUTINY, ADVISORY GROUPS AND REGULATORY COMMITTEES

(a) Flytipping

On reference from the Scrutiny Committee of 7 July 2008, Cabinet was advised that the Scrutiny Committee at its last meeting gave consideration to the costs associated with flytipping in the Borough and as part of the discussions on this issue, agreed that Cabinet should be asked to consider the following recommendations to alleviate flytipping problems:-

- Free collections.
- Better education and use of PCSO's.
- More evidence gathering.

In response to the above recommendations, the Cabinet Member (Environment) reported on the details of bulky items collection throughout the Borough. He also stated that he would be willing to write to the Norfolk Constabulary to request PCSO's to be more proactive with regard to flytipping issues. With regard to evidence gathering, the Cabinet Member gave full details of the flytipping issues that were currently the subject of court proceedings.

RESOLVED:

That the Scrutiny Committee's recommendations in respect of flytipping, together with the proposed action as outlined above by the Cabinet Member (Environment), be noted and endorsed.

3. FORWARD PLAN – 1 JULY TO 31 OCTOBER 2008

Cabinet received the Forward Plan for the period 1 July to 31 October 2008.

4. OMBUDSMAN'S ANNUAL LETTER

Cabinet considered the Head of Central Services' report with regard to the Ombudsman's Annual Letter. Members were advised that the letter gave a summary of the complaints about the authority that the Ombudsman's Office had dealt with over the past year. The Member Services Manager and Scrutiny Officer reported that the points to note this year are:-

- A significant decrease in the number of complaints.
- No findings of maladministration.
- Two complaints were settled locally with a payment of £318 in compensation.
- Continued improvement in response time for dealing with complaints.

RESOLVED:

That the Ombudsman's Annual Letter be received.

5. BUSINESS CONTINUITY POLICY

Cabinet was advised that under the terms of the Constitution, the Executive Board had recently approved a Business Continuity Policy and Management Strategy which would ensure that the Borough Council meets the requirements of the Civil Contingencies Act 2004 and British Standard 25999-2. Cabinet was asked to agree to recommend to Council that part of the Policy which recommends an addition to the Terms of Reference of the Audit and Risk Committee as follows:-

"The Audit and Risk Committee will act as a point of strategic leadership and support regarding business continuity and receive recommendations and assessments from the Business Continuity Workgroup."

RESOLVED:

That Council be recommended to agree to the addition to the Terms of Reference of the Audit and Risk Committee on the lines outlined above.

6. 2008/09 BUDGET MONITORING

Cabinet received the Head of Financial Services' report which presented a General Fund revenue budget performance review as at 30 June for the three months from 1 April to 30 June 2008.

7. CLOSURE OF MEETING

The meeting ended at 6.15 pm.