

## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CABINET held in Civic Suite 0.1A, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Thursday, 21 March 2019.

PRESENT: Councillor G J Bull – Chairman.  
Councillors J M Palmer, R Fuller, D M Tysoe and Mrs M L Beuttell.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors J A Gray.

IN ATTENDANCE: Councillors D Mead and J Neish.

### 65. MINUTES

The Minutes of the meeting held on 14th February 2019 were approved as a correct record and signed by the Chairman.

### 66. MEMBERS' INTERESTS

No declarations were received.

### 67. CAMBRIDGESHIRE HOUSING ADAPTATIONS & REPAIRS POLICY

*(At 7:02pm, Councillor D M Tysoe took his seat at the meeting).*

The Cabinet gave consideration to a report by the Head of Development (a copy of which is appended in the Minute Book) seeking the adoption of the Cambridgeshire Housing Adaptations and Repairs Policy.

By way of introduction, the Executive Councillor for Housing, Planning and Economic Development reminded Members of the statutory requirement placed upon the Council to provide Disabled Facilities Grants (DFGs). Having expressed their support for the adoption of the Policy and in noting the comments of the Overview and Scrutiny Panel (Customer and Partnerships), it was

RESOLVED

that the Cambridgeshire Housing Adaptations & Repairs Policy be adopted.

### 68. CAMBRIDGESHIRE HOME IMPROVEMENT AGENCY - PERFORMANCE REPORT 2017/18 AND EXTENSION OF SHARED SERVICE AGREEMENT

A report by the Head of Development was submitted (a copy of which is appended in the Minute Book) updating the Cabinet on the performance of the Cambridgeshire Home Improvement Agency (CHIA) and seeking the extension of the shared service agreement

for a further three years.

The Executive Councillor for Housing, Planning and Economic Development reported upon the successes achieved by the new CHIA Manager in reducing the time taken to complete a Disabled Facilities Grant (DFG) resulting in significant improvements to the service levels achieved. Having expressed their support to extend the service agreement for a further three years and in concurring with the comments made by the Overview and Scrutiny Panel (Customer and Partnerships), the Cabinet

RESOLVED

that the shared service agreement be extended for a further three years with authority delegated to the Head of Development, in consultation with the portfolio holder for Housing, Planning and Economic Development, to finalise the agreement.

#### **69. PROPOSAL FOR CLINICAL WASTE COLLECTIONS**

By means of a report by the Recycling and Waste Operations Manager (a copy of which is appended in the Minute Book) the Cabinet gave consideration to proposals for the collection and disposal of clinical waste in the District.

In introducing the report, the Executive Councillor for Operations and Regulation reported upon the duty placed upon the Council to arrange collection of clinical waste from households of self-treating patients and proposed the adoption of the Pharmacy Model (free to patients) with Charged Household Collections. In doing so, Executive Members were mindful of the impact this may have upon vulnerable patients. The Corporate Director (Services) drew the Cabinet's attention to the linked risks identified within the Annual Governance Statement and informed the Cabinet that discussions had already been held with the Chair of the local pharmacy network. In noting the comments of the Overview and Scrutiny Panel (Customer and Partnerships), the Cabinet

RESOLVED

that the Pharmacy Model (free to patients) with Charged Household Collections, as set out in paragraph 5.4 of the report now submitted, be approved to provide a sharps clinical waste and disposal service in the District.

#### **70. UNSECURED LOAN TO SOMERSHAM PARISH COUNCIL**

With the aid of a report by the Head of Resources (a copy of which is appended in the Minute Book) the Cabinet considered a request for an unsecured loan of up to £10,000 to Somersham Parish Council to enable improvement of the skate ramp located at the Playing Fields, Parkhill Road. In noting the background, it was reported that this would be a one-off exceptional request. Having sought assurances that the loan would result in no cost to the District Council, an amendment was proposed to the recommendation contained within the report. Whereupon, it was

RESOLVED

- (a) that a loan to Somersham Parish Council of up to £10,000, up to 6 years in duration, and at a rate of interest to be determined by the Head of Resources in consultation with the Executive Councillor for Resources resulting in no cost to the District Council as a minimum be agreed; and
- (b) that the Head of Resources be authorised to complete the necessary loan agreement and other legal documentation as required.

**71. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED

that the press and public be excluded from the meeting because the business to be transacted contains information relating to the financial or business affairs of a particular person (including the authority holding that information).

**72. SHARED SERVICES BUSINESS PLANS 2019/20**

The Cabinet received and noted a report by the Corporate Director (Services) (a copy of which is appended in the Annex to the Minute Book) seeking endorsement of the Shared Services Business Plans 2019/20. The Cabinet noted the comments of the Overview and Scrutiny Panel (Performance and Growth) and received a brief update on the current challenges faced by 3C ICT.

RESOLVED

- (a) that the Business Plans for each of the Shared Services attached as an Appendix to the report now submitted be approved; and
- (b) that the Shared Services Management Board be authorised to approve final amendments to the Business Plan in line with comments received from all three partner Councils.

Chairman