

EAST STAFFORDSHIRE BOROUGH COUNCIL

Minutes of a Meeting of the Cabinet held in the Coltman VC Room, Town Hall, Burton upon Trent on Monday 13th August 2018.

Present:

Councillors R G W Grosvenor (Chairman), Mrs P L Ackroyd, G Hall, Mrs J F Jessel, Mrs J Jones, D C Leese and C V Whittaker.

Officers Present:

The Chief Executive, the Heads of Service (Sal Khan and Mark Rizk), the Monitoring Officer, the Shared Services Centre Manager (Revenues, Benefits & Customer Contacts), the Housing Options Manager and the Principal Democratic Services Officer.

PART II

243/18 **DECLARATIONS OF INTEREST**

There were no declarations of interest at the commencement of the meeting.

244/18 **MINUTES**

Resolved:

That the minutes of the meeting held on 18th June 2018 be approved and signed as a correct record.

Voting concerning the above decision was as follows:

| Those voting for the motion | Those voting against | Those abstaining |
|------------------------------------|-----------------------------|-------------------------|
| Councillor R G W Grosvenor | | |
| Councillor Mrs P L Ackroyd | | |
| Councillor D C Leese | | |
| Councillor G Hall | | |
| Councillor Mrs J F Jessel | | |
| Councillor Mrs J Jones | | |
| Councillor C V Whittaker | | |

245/18 **URGENT BUSINESS**

There was no urgent business submitted to the meeting pursuant to Rule 12.

246/18 **FORWARD PLAN**

The Forward Plan for the period 1st August to 30th November 2018 was submitted for information.

NOTED.

247/18 **AMENDMENTS AND ALTERATIONS TO THE CUSTOMER SERVICES CENTRE**

The report of the Head of Service (Sal Khan) on the amendments and alterations to the Customer Services Centre was considered. The following appendices were circulated with the report:

- Appendix 1: Current layout of CSC;
- Appendix 2: Proposed plan of alterations;
- Appendix 3: Appleyard & Trew LLP Feasibility Report.

Councillors noted that following the introduction of the Housing Reduction Act in April 2018 and the impending implementation of Universal Credit Full Service in November 2018, it had become increasingly necessary to review the service provision of advice and guidance at the Customer Services Centre.

The reasons for making the decision shown below were set out in the report.

Resolved:

- (1) That option 2 at paragraph 6.2 of the report be approved, including an addition of £39,900 to the Capital programme to be met from new burdens funding;
- (2) That the alterations to be made to the Customer Services Centre as shown in appendix 2 and detailed in paragraphs 5.6,5.7, 5.8 and 5.9 be approved;
- (3) That the proposed appointment of G Taylor & Sons Ltd to complete the alterations works, as in paragraph 6.3 of the report be noted.

Voting concerning the above decision was as follows:

| Those voting for the motion | Those voting against | Those abstaining |
|------------------------------------|-----------------------------|-------------------------|
| Councillor R G W Grosvenor | | |
| Councillor Mrs P L Ackroyd | | |
| Councillor G Hall | | |
| Councillor Mrs J F Jessel | | |
| Councillor Mrs J Jones | | |
| Councillor D C Leese | | |
| Councillor C V Whittaker | | |

248/18 **EXCLUSION OF THE PRESS AND PUBLIC**

Resolved:

That, in accordance with Section 100(A)(4) of the Local Government Act, 1972 the press and public be excluded from the remainder of the Meeting as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part 1 of Schedule 12A of the Act.

Chairman