

Chief Executive's Office

Chief Executive: CJ Bull

To: All Members of Cabinet:
RJ Phillips (Chairman)
LO Barnett
AJM Blackshaw
H Bramer
JP French
JA Hyde
JG Jarvis
PD Price
DB Wilcox

Your Ref:

Our Ref: CJB/SAHC

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28 April 2009

Dear Councillor,

MEETING OF CABINET
THURSDAY 7 MAY 2009 AT 2.00 PM
THE COUNCIL CHAMBER, BROCKINGTON, 35 HAFOD ROAD, HEREFORD

AGENDA (09/14)

**HEREFORDSHIRE COUNCIL - NOTICE UNDER REGULATION 15 OF THE LOCAL
 AUTHORITIES (EXECUTIVE ARRANGEMENTS((ACCESS TO INFORMATION) REGULATIONS
 2000 (AS AMENDED)**

Notice is hereby given that the following report contains a key decision. When the decision has been made, Members of the relevant Scrutiny Committee will be sent a copy of the decision notice and given the opportunity to call-in the decision.

Item No	Title	Portfolio Responsibility	Scrutiny Committee	Included in the Forward Plan Yes/No
6	Office Accommodation Strategy Options Appraisal	Corporate Strategy and Finance/Resources	Strategic Monitoring Committee	No
7	Office Accommodation Strategy Options Appraisal (exempt)	Corporate Strategy and Finance/Resources	Strategic Monitoring Committee	No



1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any declarations of interest by Members in respect of items on the Agenda.

GUIDANCE ON DECLARING PERSONAL AND PREJUDICIAL INTERESTS AT MEETINGS

The Council's Members' Code of Conduct requires Councillors to declare against an Agenda item(s) the nature of an interest and whether the interest is personal or prejudicial. Councillors have to decide first whether or not they have a personal interest in the matter under discussion. They will then have to decide whether that personal interest is also prejudicial.

A personal interest is an interest that affects the Councillor more than most other people in the area. People in the area include those who live, work or have property in the area of the Council. Councillors will also have a personal interest if their partner, relative or a close friend, or an organisation that they or the member works for, is affected more than other people in the area. If they do have a personal interest, they must declare it but can stay and take part and vote in the meeting.

Whether an interest is prejudicial is a matter of judgement for each Councillor. What Councillors have to do is ask themselves whether a member of the public – if he or she knew all the facts – would think that the Councillor's interest was so important that their decision would be affected by it. If a Councillor has a prejudicial interest then they must declare what that interest is and leave the meeting room.

3. MINUTES

To approve and sign the minutes of the meeting held on 2 April 2009. (*Pages 1 - 10*)

4. ANNUAL AUDIT AND INSPECTION LETTER 2008

To note the Audit Commission's Annual Audit and Inspection Letter for 2008 and approve the response to each of the five action points raised. (*Pages 11 - 42*)

5. RESPONSE TO THE REVIEW OF COMMUNITY ENGAGEMENT IN COMMUNITY SAFETY AND DRUGS PARTNERSHIP

To consider a response to the Community Services Scrutiny Review of Community Engagement with the Community Safety and Drugs Partnership. (*Pages 43 - 62*)

6. OFFICE ACCOMMODATION STRATEGY OPTIONS APPRAISAL

To consider a report on the Office Accommodation Strategy Options Appraisal. (*Pages 63 - 76*)

EXCLUSION OF THE PUBLIC AND PRESS

In the opinion of the Proper Officer, the next item will not be, or is likely not to be, open to the public and press at the time it is considered.

RECOMMENDATION:

That the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12(A) of the Act as indicated below.

7. OFFICE ACCOMMODATION STRATEGY OPTIONS APPRAISAL (EXEMPT) (TO FOLLOW)

To consider an exempt report on the Office Accommodation Strategy Options Appraisal.

Not for publication this item discloses information relating to the financial or business affairs of any particular person (including the authority holding that information).

Yours sincerely,



**CJ BULL
CHIEF EXECUTIVE**

Copies to: Chairman of the Council
Chairman of Strategic Monitoring Committee
Vice-Chairman of Strategic Monitoring Committee
Chairmen of Scrutiny Committees
Group Leaders
Directors
Assistant Chief Executive