



Exeter City Council

Philip Bostock, Chief Executive

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Our ref:

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A meeting of the **EXECUTIVE** will be held in the Rennes Room, Civic Centre, Paris Street, Exeter at **5.30 pm** on **TUESDAY 2 OCTOBER 2007** to consider the following business. If you have an enquiry regarding any items on this agenda, please contact Rowena Whiter, Member Services Manager on **Exeter 265110**.

Entry to the Civic Centre can be gained through the Customer Service Centre, Paris Street.

Pages

A G E N D A

Part I: Items suggested for discussion with the press and public present

1. DECLARATIONS OF INTEREST

Councillors are reminded of the need to declare personal and prejudicial interests, including the nature and extent of such interests, in relation to business on the agenda, before any discussion takes place on the item. Councillors requiring clarification should seek the advice of the Monitoring Officer prior to the day of the meeting.

2. GRANTS COMMITTEE

To receive the minutes of Grants Committee held on 20 September 2007.

(Minutes to follow)

3. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 -
EXCLUSION OF PRESS AND PUBLIC

RESOLVED that under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of items 8 and 9 on the grounds that they involve the likely disclosure of exempt information as

defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

4. **CAPITAL MONITORING STATEMENT TO JUNE 2007**

To consider the report of the Head of Treasury Services. 1 - 14

(Report circulated)

5. **OVERVIEW OF THE GENERAL FUND BUDGET 2007/08**

To consider the report of the Head of Treasury Services. 15 - 20

(Report circulated)

6. **CREATION OF A NEW HOUSING SOLICITOR POST**

To consider the joint report of the Head of Legal Services and Head of Housing Services. 21 - 22

(Report circulated)

7. **UNITARY SUBMISSION TO COMMUNITIES AND LOCAL GOVERNMENT**

The Chief Executive will provide a verbal update.

Part II: items suggested for discussion with the press and public excluded

8. **CORPORATE CUSTOMER SERVICES - REVIEW OF SWITCHBOARD SERVICE**

To consider the report of the Head of Corporate Customer Services on staffing proposals following a review of the switchboard service. 23 - 24

(Report circulated to Members)

9. **REVIEW OF THE VISITING OFFICER FUNCTION - HOUSING AND COUNCIL TAX BENEFIT ASSESSMENT SECTION**

To consider the report of the Head of Treasury Services on the outcome of a recent review of the visiting function and recommending a way forward. 25 - 30

(Report circulated to Members)

DATE OF NEXT MEETING

The next scheduled meeting of the Executive will be held on **Tuesday 20 November 2007** at 5.30 pm. in the Civic Centre.

A statement of the executive decisions taken at this meeting will be produced and made available as soon as reasonably practicable after the meeting. It may be inspected on application to the Customer Service Centre at the Civic Centre or by direct request to the Member Services Manager on 01392 265110. Minutes of the meeting will also be published on the Council's web site as soon as possible.

Membership -

Councillors Edwards (Chair), D Baldwin, Boyle, Dixon, Mrs Henson, Mrs Morrish, Sheldon, Shepherd and P A Smith

Find out more about Exeter City Council services by looking at our web site <http://www.exeter.gov.uk>. This will give you the dates of all future Committee meetings and tell you how you can ask a question at a Scrutiny Committee meeting. Alternatively, contact the Member Services Officer on (01392) 265115 for further information.

Individual reports on this agenda can be produced in large print on request to Member Services on 01392 265111.