

CABINET: MINUTES

Date: Tuesday 9th April 2002

Time: 8.30 – 10.10

Place: Shire Hall, Cambridge

Present: Councillor J K Walters (Chairman)

Councillors, V Lucas, S B Normington, L Oliver,
D R Pegram, J A Powley, J E Reynolds and R Wilkinson

Also in Attendance: Councillors M Ballard and M Leeke

Apologies for Absence: Councillors S F Johnstone and A K Melton

135. MINUTES

The minutes of the Cabinet meeting held on 5th March 2002 were confirmed as a correct record and signed by the Chairman.

136. REFERRAL FROM SCRUTINY COMMITTEE

There were no referrals to consider

137. JOINT INVESTMENT PLANS 2002 - 05

The Cabinet considered details of the following Joint Investment Plans (JIPs) for Cambridgeshire:

- Learning Disabilities 2001-04.
- Older People 2001-04
- Mental Health 2001-04.
- Welfare to Work 2001-04.
- Physical Disabilities 2000-03.

The purpose of JIPs was to set service objectives, map needs and services and set these against the resources invested by the partner agencies providing services for the client group concerned. They also included an assessment of whether the resources available could be combined and used more creatively and effectively to achieve the defined outcomes.

It was noted that for 2002-05 the only statutory requirement was to produce a Learning Disability JIP for submission to the Department of Health (DoH) as part of the 'Valuing People' initiative. Requirements in relation to the remaining JIPs differed. The Older People, Mental Health and Welfare to Work JIPs had been required by the DoH in previous years, but did not have to be submitted this year. While there was no statutory requirement to produce a Physical Disabilities JIP there had been a local agreement to

produce one in an attempt to raise the profile of this client group and improve coordination of initiatives. There had however been an agreement across all local agencies that there remained considerable merit in continuing to produce these documents on an annual basis in order to sustain and develop focus on the jointly agreed objectives.

The Cabinet supported the view there was considerable merit in attempting to coordinate activity across agencies and endorsed the continued production of these documents. The need for the JIPs to also relate to the strategic objectives of the Strategic Health Authority and Mental Health Commission was highlighted.

It was noted that the Older People JIP could not be finalised until the Health Service and Financial Framework (SSAFF) round had been completed. Concern was expressed about the delay in providing this information, although it was noted that it would only have an impact on the resource map and would not have a significant implications for overall service objectives. Concern was also expressed about the delay in issuing final Guidance on 'Fair Access to Care'.

It was resolved:

To endorse the Joint Investment Plans and note the progress and priorities contained therein.

138. COMMUNITY CARE PLAN 2002 - 05

The Cabinet received the draft Cambridgeshire Community Care Plan covering the period 2002-05. The purpose of this document was to provide an overarching framework for the provision of health, housing and social care for vulnerable adults and older people, reflecting the commitment of all statutory agencies to work together in partnership to achieve shared objectives.

The Statutory requirement to produce a Community Care Plan and annual update was introduced in 1992. In August 2001, the Government consulted on the continued value of producing this document in the light of the more recent requirement to produce Health Improvement Plans (HIMPs) and JIPs, but had yet to announce its decision. In the light of this uncertainty it had been agreed not to prepare a new Plan but to produce an update incorporating progress with last year's objectives and taking account of the Community Care Policy Framework Statement agreed by Council on 26th March and changes to joint objectives and priorities contained in the revised JIPs (minute no. 137 refers). As these documents had yet to be finalised it was not yet possible to produce the Community Care Plan in its final form.

Concern was expressed about the continued uncertainty surrounding the future of Community Care Plans and the Government's delay in announcing its response to last Autumn's consultation exercise. It was suggested that the Lead Member for Social Services consider making appropriate representations on this matter, perhaps through the County Council Network.

It was resolved:

To endorse the draft Community Care Plan, subject to any amendment necessary as a result of finalising the JIPs.

139. NETWORK SERVICE PLAN AND HIGHWAY MAINTENANCE POLICY

The Cabinet considered the proposed Network Service Plan for 2002/03, which set out:

- Service Objectives.
- Capital and Revenue Budgets.
- Programmes for the Coming Year.
- Information on Performance Monitoring and Key Indicators.

In addition to the Plan, Cabinet considered proposed changes to highways maintenance policies in light of a new code of practice for maintenance management 'Delivering Best Value in Highways Maintenance'. The Code focused on Best Value and customer focus and while its recommendations were not mandatory any non-compliance could be subject to legal challenge. While many of the Council's existing policies and procedures were in line with the Code, some changes would be required. Immediate action was proposed in relation to the frequency of:

- Highway safety inspections.
- Electrical installation safety inspections.
- Service inspections of highway drainage systems.
- Highway grass cutting.

The full extent of the gap between existing policies and the Code would be considered as part of the Best Value review of Network Management and Highways Management.

It was resolved:

To approve the Network Service Plan for 2002/03 and proposed changes to highway maintenance policies.

140. CAMBRIDGESHIRE AND PETERBOROUGH WASTE LOCAL PLAN

The Cabinet considered a report detailing representations received in response to the Revised Deposit Cambridgeshire and Peterborough Waste Local Plan together with the proposed pre-inquiry changes planned to address some of the objections received.

The first deposit period for the Cambridgeshire and Peterborough Waste Local Plan took place between August and September 2000. Representations received gave rise to a number of changes that were incorporated into a revised version of the Plan, which was placed on deposit between October and November 2001. 217 individual representations had been made in response to the Revised Deposit, of which 133 were objections.

Many of the objections received raised minor issues that could be addressed through relatively simple word alterations. These and the proposed response to other, more substantial objections had been endorsed by both the Strategic Planning Service Development Group and the Development Control Committee.

It was noted that the Public Inquiry to hear outstanding objections would open on 16th July. This would run concurrently with an appeal Inquiry concerning the Council's refusal of planning permission for an extended landfill site at Kennet.

It was resolved to **RECOMMEND** Council:

- (a) To endorse the pre-inquiry changes as recommended in the Cambridgeshire and Peterborough Waste Local Plan – Revised Deposit Representations Schedule; and
- (b) To authorise the Director of Environment and Transport to agree further minor pre-inquiry changes that may arise as a result of negotiations between now and the end of the Inquiry.

141. FOOD PLAN

The Cabinet considered the draft Food Plan, which comprised the following separate documents:

- Service Plan for Food Enforcement.
- Inspection and Sampling Programmes.
- Sampling procedures and Guidelines.
- Authorisation and Training.
- Enforcement Policy and Procedures.
- Complaints and Food Safety Incidents.
- Monitoring and Audit.

The Council was required to submit the Plan to the Food Standards Agency (FSA), which had a duty to monitor, and audit food related enforcement activity. Where a local authority was found to be 'failing' the FSA could ultimately take over its enforcement responsibilities.

It was resolved:

To approve the proposed Food Plan for submission to the Food Standards Agency.

142. SERVICE PLANS

The Cabinet considered the following Service Plans, which set out the main challenges and priorities to be faced by directorates during the coming year:

- Chief Executive's Department.
- Education, Libraries and Heritage.
- Environment and Transport.
- Resources.
- Social Services.

It was stressed that these documents did not introduce any new policies or objectives, but aimed to provide a strategic overview of the work of each directorate, giving clear accountable targets and identifying the links to the political and corporate agenda. They would be used as a basis for setting goals for teams and individuals.

In the context of the discussion on the individual Plans Members highlighted the following:

- The significant challenge set by some of the targets
- Failure to identify some performance information, which ought to be available.
- The need to review some performance targets to see if they are sufficiently challenging – including those in relation to the production of minutes and those set for Human Resources.
- Include reference to the aim of equipping staff to progress within the organisation in addition to equipping them to undertake their current role.
- The importance of addressing sickness absence levels.
- The challenge presented by some of the proposed efficiency savings and their dependency on a number of unknown factors. This was especially relevant to the proposed saving as a result of re-tendering home care contracts.

It was resolved:

To endorse the proposed Service Plans for 2002/03.

143. CAMBRIDGESHIRE COUNTY COUNCIL TRAVEL FOR WORK PLAN

The Cabinet considered a proposed Travel for Work Plan for the Shire Hall site that aimed to reduce car use for travel to work and for travel on work business and contained information on targets to be achieved by 2005. This was in line with Government initiatives, the Council's Modernisation Agenda, Local Transport Plan and Environment Strategy and was based on an extensive analysis of information about employees.

It was noted that the initial Plan focussed on the Shire Hall site where over 1,000 employees were based. A range of initiatives and schemes would be introduced that aimed to:

- Increase car sharing by introducing a database, priority parking and a guaranteed emergency ride home facility for sharers.
- Provide public transport subsidies and improved information to help inform decisions on how to travel.
- Expand flexible/remote working.
- Promote alternative fuelled vehicles.

The development and implementation of a full Plan covering all sites would take some years to implement given the number of Council office locations and their unique travel issues.

It was resolved:

To endorse the proposed Shire Hall Travel for Work Plan.

144. LOCAL PUBLIC SERVICE AGREEMENT REWARD GRANT

The Cabinet considered a proposed approach to using any Reward Grant that may be awarded to the Council as a result of it attaining the targets that formed part of the Local Public Service Agreement (PSA). At its maximum the Grant could total almost £9m, although it was unrealistic to expect achievement of the full amount given the very demanding stretch targets set.

It was proposed that the following principles should apply to the use of any Grant received:

- 10% should be available for distribution to the staff of the authority to reward performance through the existing appraisal mechanisms, to increase training and development and for staff welfare. An element would be available as a 'personal reward' to staff directly involved in the delivery of specific PSA targets.
- 45% should be available to the service concerned to invest in improved services.
- 45% should be allocated to a central pot for initiatives elsewhere which are not in a PSA area, but are aligned with the Council's objectives.

It was resolved:

To endorse the proposed principles for use of any PSA Reward Grant received.

145. WORKFORCE MATTERS AND COUNCIL CONTRACTING

The Cabinet considered a report that set out details of a proposed corporate policy in relation to the handling of workforce matters in contracting decisions. It was considered necessary to introduce such a policy in the light the Local Government Best Value (Exclusion of Non-Commercial Considerations) Order 2001 and supporting Guidance.

It was resolved:

- (a) To approve the proposed policy, namely that:
 - The Council may consider workforce matters where the Council is establishing or dealing with a contract, to the extent that this is necessary or expedient in order to permit or facilitate best value.
 - Where the council is establishing a contract to which the Transfer of Undertakings Regulations may apply, it will seek to apply the Cabinet office Statement of Practice of January 2000.
 - The council will adopt the approach to staff consultation and provision of information to staff and the public set out in Appendix One to the report [copy attached to the signed copy of the minutes].
- (b) To note the need for consequential changes to the Cambridgeshire Purchasing Guide to incorporate recent DLTR general guidance on the procurement process.

146. HUNTINGDONSHIRE HIGHWAYS AGENCY AGREEMENT

The Cabinet considered a report detailing the proposed delegation of powers to Huntingdonshire District Council to enable it to deal with situations where the closure of streets was required where they were likely to become 'thronged' with people attending fetes or similar functions. This was of particular relevance in the current year with a number of street parties planned to mark the Queen's Jubilee.

It was resolved:

To approve the additions of the delegation of powers to the Huntingdonshire District Council under the Road Traffic Act 1984 Section 16(a) to the Schedule of Statutory Functions contained in the Huntingdonshire Agency Agreement.

147. MONITORING THE PUBLIC SERVICE AGREEMENT

The Cabinet received a summary of the Council's performance against the Cambridgeshire PSA targets and other key performance targets during the third quarter of 2001/02.

In relation to the PSA targets, it was noted that out of the 27 components, for 6 there was cause for concern, for 6 there was slight concern, for 9 it was too soon to tell and for 9 there was evidence that the target was on course or better.

It was resolved:

To note current performance against key performance indicators and the Cambridgeshire PSA.

148. OUTLINE AGENDA

The outline agenda for the Cabinet meeting on 7th May 2002 was noted.

149. URGENT ITEM

It was resolved:

To agree to include on the agenda an urgent additional item of business relating to primary educational provision in Ely, the reason for urgency being the necessary timescale for the publication of Statutory Notices.

150. PRIMARY EDUCATIONAL PROVISION IN ELY

The Cabinet considered a report that detailed proposals to implement the strategy for managing the projected significant growth in primary pupil numbers in Ely in relation to housing development in the area.

It was proposed to establish a 210 place primary school with phased implementation. It was noted that provision had been made in the Capital Programme for the possible provision of a new school and a potential site had been identified. The proposals had been discussed with interested parties and the School Organisation SDG in its consideration of the proposals had taken their comments into account.

It was resolved:

To approve the publication of a public notice seeking to establish, by stages, a new 210 place Community Primary School in Ely to open in September 2003, in accordance with implementation of the Authority's medium and long term strategy for managing the growth of primary numbers in the area.

Chairman