

**POSITION STATEMENT: DELEGATIONS FROM CABINET TO CABINET MEMBERS AND/OR OFFICERS**

*To:* **Cabinet**

*Date:* **15<sup>th</sup> April 2014**

*From:* **Chief Executive**

*Electoral division(s):* **All**

*Forward Plan ref:* **N/a**

*Key decision:* **No**

*Purpose:* **To set out a position statement on progress with matters delegated to individual Cabinet Members and/or to officers.**

*Recommendation:* **Cabinet is asked to note:**

- a) The progress on delegations to individual Cabinet Members and/or to officers**
- b) The decision made by Council on 11<sup>th</sup> December 2013 that one-off delegations to individual Cabinet members still outstanding on 13<sup>th</sup> May 2014, when the Council moves to the new Committee arrangements, will transfer to the relevant Committee Chairman, in consultation with the relevant Executive or Corporate Director. This is a transitional arrangement and applies only to the one-off delegations identified as outstanding in this Cabinet report, plus any further delegations made at today's Cabinet meeting.**

| <b><i>Officer contact:</i></b> |  | <b><i>Member contact:</i></b> |  |
|--------------------------------|--|-------------------------------|--|
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## DELEGATIONS TO INDIVIDUAL CABINET MEMBERS OR OFFICERS

| <b>CABINET MEETING</b>                       | <b>SUBJECT MATTER</b>  | <b>ACTION TO BE TAKEN BY</b>  |
|--|--|---|
| <b>18<sup>th</sup><br/>December<br/>2012</b> | <p><b>1) Minute 702. Black Horse House, Cambridge: Grant of New Lease</b></p> <p>Delegating to the Cabinet Member for Resources and Performance in consultation with the Corporate Director: Customer Service and Transformation the authority to agree detailed terms, in relation to the granting of a new lease of Black Horse House and some adjacent space on the Shire Hall campus.</p> <p>Marketing continuing as part of the Castle Court marketing. Expressions of interest invited by 26<sup>th</sup> March 2014.</p> <p><b>Action ongoing</b></p>   | <b>Cabinet Member for Resources and Performance / now Head of Finance</b> |
| <b>5<sup>th</sup> March<br/>2013</b>         | <p><b>2) Minute 744. The Future of Older People's Services</b></p> <p>Agreeing to progress work to end the current Section 75 agreement for Older People and Occupational Therapy Services between the County Council and Cambridgeshire Community Services with a view to transferring some or all services covered by the Section 75 agreement to the management of the County Council and delegating authority to the Cabinet Member for Adult Social Care in consultation with the Executive Director: Children and Young People's Services and Adult Social Care to finalise arrangements.</p> <p>184 staff were transferred from Cambridgeshire Community Services (CCS) to the County Council on 1<sup>st</sup> October 2013. The existing Section 75 Agreement was varied to cover the services that have been retained by CCS (Re-ablement, Assistive Technology and Occupational Therapy) and the agreement was signed on 10<sup>th</sup> January 2014. These services have been retained by CCS due to the joint funded nature and the links to the CCG's Older People's Procurement Exercise which included the NHS funding contribution for those services.</p> | <b>Cabinet Member for Adult Services / ExD: CFA</b>                       |

Discussions with the new health provider, once appointed, will commence regarding the best way to secure integrated arrangements in the longer term. The County Council is open to directly managing these services, where appropriate, but this will be subject to negotiation. The new health provider will be announced at the beginning of September 2014 with the contract commencing on 5<sup>th</sup> January 2015.

**Action discharged**

**18<sup>th</sup> June  
2013**

**3) Minute 24. Negotiations on the City Deal for Greater Cambridge**

**Leader of the Council / ExD: ETE**

Delegating to the Executive Director: Economy, Transport and Environment, in consultation with the Leader of the Council, the authority to continue work on the City Deal with the Government and local partners and to enter into negotiations with Government towards devising a deal; bringing any final City Deal to full Council for approval.

Decision taken at the Cabinet meeting of 24<sup>th</sup> March 2014.

**Action discharged**

**10<sup>th</sup>  
September  
2013**

**4) Minute 59. A14 Local Financial Contribution**

Delegating to the Cabinet Members for Growth and Planning and for Resources and Performance, in consultation with the Executive Director: Economy, Transport and Environment and the Head of Finance, the authority to agree the terms of the payment and the schedule of payments.

**Cabinet Members for Growth and Planning and Resources and Performance / ExD: ETE and Head of Finance**

**Action ongoing**

**10<sup>th</sup>  
September  
2013**

**5) Minute 60. Cambridge Park and Ride Parking Charges**

Delegating to the Cabinet Member for Highways and Community Infrastructure, in consultation with the Executive Director: Economy, Transport and Environment, the development of the final proposals and the details of the measures to enforce the charge.

**Cabinet Member for Highways and Community Infrastructure / ExD: ETE**

Proposed changes to the City of Cambridge and South Cambridgeshire (Off Street Parking Places) Order 2012 that governs the management of the Park and Ride sites and the parking charging regime were as published on 24 January 2014. The deadline for comments was 14 February 2014.

Cabinet considered the many comments/objections raised to the proposed changes at their meeting on 4 March 2014. Cabinet agreed to an amendment to the proposed charges that would mean the £1 charge would allow a car to park for between 1 hour and 18 hours (rather than the 12 hours originally proposed) at the sites. This change was made to encourage visitors and workers to stay on in Cambridge for longer and this in turn would help boost the local night-time economy. The 18 hours would also better accommodate employees who work long shift patterns.

A contract has been let for the supply and installation of the equipment including ticket machines to enable the parking charge to be introduced in May 2014.

#### **Action discharged**

**10<sup>th</sup>  
September  
2013**

#### **6) Minute 67. Housing-Related Support for Older People**

Delegating the sign-off of the agreements to provide services in co-operation to the Cabinet Member for Adult Services and the Executive Director: Children, Families and Adults.

**Cabinet  
Member for  
Adult Services  
/ ExD: CFA**

#### **Action discharged**

**29<sup>th</sup>  
October  
2013**

#### **7) Minute 84. Cambridgeshire Guided Busway: Terms of Reference for Independent Review**

Delegating to the Cabinet Members for Growth and Planning and for Resources and Performance, in consultation with the Executive Director: Economy, Transport and Environment, the authority to make modifications to the Terms of Reference as required and to procure the independent review from a suitably qualified individual or body.

**Cabinet  
Members for  
Growth and  
Planning and  
Resources and  
Performance /  
ExD: ETE**

#### **Action ongoing**

**26<sup>th</sup>  
November  
2013**

**8) Minute 100. Property Disposals: Caius Farm, Great Shelford**

Delegating to the Cabinet Member for Resources and Performance in consultation with the Head of Finance the authority to agree detailed terms for the leasehold transfer of the land.

**Cabinet  
Member for  
Resources and  
Performance/  
Head of  
Finance**

Detailed Heads of Terms signed off by the Cabinet Member and Head of Finance and solicitor instructed.

**Action discharged**

**26<sup>th</sup>  
November  
2013**

**9) Minute 100. Property Disposals: Gypsy and Traveller Sites**

Delegating approval for the detailed terms of disposal (on long leasehold interests) of the operational sites to the District Councils managing the sites (including any less than best transaction) to the Cabinet Member for Resources and Performance in conjunction with the Head of Finance.

**Cabinet  
Member for  
Resources and  
Performance/  
Head of  
Finance**

Discussions with the District Councils are continuing.

**Action ongoing**

**26<sup>th</sup>  
November  
2013**

**10) Minute 100. Property Disposals: Hilltop Day Centre, Cambridge**

Authorising disposal of the Day Centre on detailed terms to be delegated to the Cabinet Member for Resources and Performance in consultation with the Head of Finance.

**Cabinet  
Member for  
Resources and  
Performance/  
Head of  
Finance**

Terms agreed and with Legal on a conditional basis, subject to planning for a change of use to residential.

**Action ongoing**

**26<sup>th</sup>  
November  
2013**

**11) Minute 101. Bus Lane Enforcement**

Delegating to the relevant Portfolio Holder in consultation with officers the authority to effect an increase in the penalty charge when legislation allows an increase to the maximum charge.

**Cabinet  
Member for  
Highways and  
Community  
Infrastructure/  
ExD: ETE**

The legislation requires the Local Authority to consider and set the level of charging within the parameters defined within the Act. At present, the Transport Select Committee has identified no need for increases to the charge for the foreseeable future. However, there is no indication that the Authority will not be able to delegate the future decision on increases to an authorised person in the Authority. Any recommendations for future increases in charges would, therefore, be presented to the Highways and Community Infrastructure Committee.

**No onward delegation needed**

**17<sup>th</sup>  
December  
2013**

**12) Minute 115. Older People's Strategy and the Better Care Fund**

Delegating authority to the Cabinet Member for Adult Services and the Executive Director: Children, Families and Adults to:

- Finalise the strategy and explore its development into a joint strategy with the Clinical Commissioning Group (CCG) and other partners. If the consultation results in significant changes, Cabinet will be invited to consider an updated version
- Further develop the detail of plans for the use of the Better Care Fund, in discussion with the CCG and other stakeholders, and to develop proposals for approval through the Health and Wellbeing Board.

**Cabinet  
Member for  
Adult Services/  
ExD: CFA**

An update was taken to Cabinet on 4<sup>th</sup> March 2014. The final plan was submitted by the deadline of 4<sup>th</sup> April 2014.

**Action discharged**

**17<sup>th</sup>  
December  
2013**

**13) Minute 117. Allocation of Section 106 Developer Contributions to Transport Schemes in Cambridge City, Fenland and Huntingdonshire and Response to Cambridge Community Infrastructure Levy Consultation**

Delegating to the Cabinet Member for Growth and Planning authority to make changes to the Cambridge City Consultation Community Infrastructure Levy (CIL) Draft Charging Schedule prior to submission.

**Cabinet  
Member for  
Growth and  
Planning**

**Action discharged**

14<sup>th</sup>  
January  
2014

**14) Minute 125. Council's Business Plan  
(Revenue Budget and Capital Programme  
2014/15) and Treasury Management Strategy  
Statement**

- a) Delegating authority to the Cabinet Member for Resources and Performance in consultation with the Chief Finance Officer to agree detailed terms for the disposal on a lease of the Castle Court building and site on the Shire Hall campus at Cambridge.
- b) Delegating responsibility for agreeing any further alterations to the Business Plan and Budget between 14<sup>th</sup> January 2014 and the County Council meeting on 18<sup>th</sup> February 2014 to the Leader of the Council, in consultation with the Chief Finance Officer.
- a) Marketing continuing. Expressions of interest invited by 26<sup>th</sup> March 2014.

**Cabinet  
Member for  
Resources and  
Performance/  
Head of  
Finance**

**Leader of the  
Council/  
Head of  
Finance**

**Action ongoing**

- b) Amendments to the draft Business Plan and Budget were agreed and finalised.

**Action discharged**

14<sup>th</sup>  
January  
2014

**15) Minute 127. Schools Budget Formula:  
Delegation of Decision**

Delegating to the Cabinet Member for Education and Learning, in consultation with the Chief Finance Officer, the decision to agree formula unit values, taking account of the Schools Forum meeting on 17<sup>th</sup> January 2014.

**Cabinet  
Member for  
Education and  
Learning/Head  
of Finance**

The final formula decisions were approved by the Cabinet Member for Education and Learning on 20<sup>th</sup> January 2014.

**Action discharged**

**28<sup>th</sup>  
January  
2014**

**16) Minute 138. Provision of Housing Primarily for Rent on the County Council's Portfolio**

Delegating authority to the Portfolio Holder for Resources and Performance in consultation with the Head of Finance:

- To agree detailed terms with appropriate parties where needed for the taking forward of planning applications in respect of the Worts Causeway and Newmarket Road, Burwell sites
- The agreement of detailed terms for the sale of all or part of either of the above sites or dwellings constructed on them.

**Cabinet Member for Resources and Performance/ Head of Finance**

**Action ongoing**

**28<sup>th</sup>  
January  
2014**

**17) Minute 139. Infrastructure for Cambridgeshire County Council Services on New Development Sites**

Delegating the approval of additional templates and amendments to existing templates to the appropriate Portfolio Holder and Head of Service for the facility the template covers in consultation with the LGSS Director of Law, Property and Governance and Head of Finance (Section 151 Officer).

**Relevant Cabinet Member and Head of Service/LGSS Director of Law, Property and Governance and Head of Finance**

Work is currently underway to formulate a template for secondary school sites. Further templates will then be prepared other Section 106 facilities such as libraries, waste recycling sites, etc.

**Action ongoing**

**28<sup>th</sup>  
January  
2014**

**18) Minute 141. Economy, Transport and Environment Charges Review**

Delegating to the Service Director: Infrastructure Management and Operations, after consultation with the Portfolio Holder for Highways and Community Infrastructure, to make any minor amendments to the Proposed Charges for 2014/2015.

**Cabinet Member for Highways and Community Infrastructure/ Service Director: Infrastructure Management and Operations**

The minor amendments to the proposed charges have been discussed with the Portfolio Holder and the necessary amendments made in order that the charges can be implemented from 1<sup>st</sup> April 2014. The charges will now be reviewed annually and presented to the Highways and Community Infrastructure Committee.



## **Action discharged**

**28<sup>th</sup>  
January  
2014**

### **19) Minute 141. Bus Service Operators Grant (BSOG): Devolution of Funding**

Delegating to the Lead Member for Highways and Community Infrastructure, in consultation with the Executive Director: Economy, Transport and Environment, the final decision on the detailed devolving of BSOG funds.

**Cabinet  
Member for  
Highways and  
Community  
Infrastructure/  
ExD: ETE**

Negotiations with operators are making good progress with the two main operators agreeing to settle at 90% of available devolved BSOG funding. Agreement with other operators is expected by mid-April. Innovation Fund proposals will be sought from April 2014 and will be assessed by a cross-party working group before a final decision is made.

## **Action ongoing**

**4<sup>th</sup> March  
2014**

### **20) Minute 157. Future Management of the National Careers Contract 2014-17**

Delegating the powers to negotiate the final terms of the contract to the Executive Director: Economy, Transport and Environment in consultation with the Cabinet Member for Education and Learning.

**Cabinet  
Member for  
Education and  
Learning/  
ExD: ETE**

## **Action ongoing**

**4<sup>th</sup> March  
2014**

### **21) Minute 162. Wing Development: Response to Outline Planning Application – Draft Consultation Response and Section 106 Update**

Delegating to the Cabinet Member for Growth and Planning in consultation with the Executive Director: Economy, Transport and Environment:

- The authority to make minor revisions to the planning application response
- The authority to make changes to the County Council Section 106 requirements prior to the signing of the document.

**Cabinet  
Member for  
Growth and  
Planning/  
ExD: ETE**

## **Action ongoing**

**4<sup>th</sup> March  
2014**

**22) Minute 164. Proposed Ely North  
Developments and Section 106 Agreements**

Delegating to the Cabinet Member for Growth and Planning in consultation with the Executive Director: Economy, Transport and Environment the authority to make minor revisions to the planning application response and/or Section 106 Heads of Terms.

**Cabinet  
Member for  
Growth and  
Planning/  
ExD: ETE**

**Action ongoing**

| <b>Source Documents</b>              | <b>Location</b>                      |
|--------------------------------------|--------------------------------------|
| Minutes of previous Cabinet meetings | Room 114a<br>Shire Hall<br>Cambridge |