

## **CABINET: MINUTES**

**Date:** Tuesday 18<sup>th</sup> June 2002

**Time:** 10.00 – 10.50

**Place:** Shire Hall, Cambridge

**Present:** Councillor J K Walters (Chairman)

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

### **165. MINUTES**

The minutes of the meeting of the Cabinet held on 7<sup>th</sup> May 2002 were confirmed as a correct record and signed by the Chairman.

### **166. REFERRAL FROM SCRUTINY COMMITTEE**

There were no referrals to report.

### **167. LOCAL TRANSPORT PLAN – ANNUAL PROGRESS REPORT**

The Cabinet considered the Cambridgeshire Local Transport Plan (LTP) Annual Progress Report (APR), proposed changes to the Southern and Eastern Corridor Area Transport Plans and details of a proposal to provide an outward bus lane on Hills Road, Cambridge.

The Cambridgeshire Local Transport Plan (LTP), produced in 2000, set out the transport strategy for the County between 2001 and 2006. It was prepared in close liaison with the five District Councils and had their support. The APR included information on progress with the achievement of the targets contained in the LTP. The key messages were:

- Good progress had been made on integrating policy areas with other wider policies held by the Council, its partners and regional and national government;
- A number of major schemes and packages of schemes had been implemented across the County and good progress had been made in rolling out the LTP programme in 2001/02;
- All of the key targets had been achieved in 2001/02 and the Council was on course to achieve its Public Service Agreement stretch targets;
- Consultation had formed a major part of the approach to delivering effective transport schemes; and
- A strong programme of schemes for implementation in the current year.

As well as reporting on progress against targets, the APR also provided an opportunity to bid for new Major Projects — those costing over £5 million. Following the acceptance of the CHUMMS recommendations by Government, this year's APR contained a bid for the Rapid Transit route between Huntingdon and Trumpington. The appraisal called for by the Government, was due to be completed by the end of June and would be reported to Cabinet on 23rd July. It would thereafter be incorporated into the APR as an appendix. Other appendices would include the Market Town Strategies for Ely, March and St Neots, approved by Cabinet at its last meeting.

The Cambridge Southern and Eastern Area Transport Plans also formed an integral part of the LTP. These were originally approved in 1999 and aimed to identify:

- New transport infrastructure and service provision needed to facilitate large scale development; and
- A fair and robust means of calculating how individual development sites in their respective areas should contribute towards the fulfilment of that transport infrastructure.

A joint review of these plans had recently taken place to ensure that they remained up to date. The following changes were proposed:

- Extending the area of coverage of the plans slightly to make their boundaries co-terminus;
- Identification of additional transport schemes needed for the area;
- Increasing the level of contribution per generated trip sought from development in the Southern Corridor from £314 to £369; and
- Raising the level of contribution per generated trip sought from development in the Eastern Corridor from £189 to £229.

Another proposed addition to the LTP was the addition of reference to the proposed development of an outward bus lane on Hills Road as a potential means of addressing the long delays currently experienced by bus services. This proposal, which had the full support of the Environment and Transport Spokes, would be developed by the Cambridge Environment and Transport Area Joint Committee alongside other traffic management schemes.

It was resolved:

- (i) To approve the LTP Annual Progress Report;
- (ii) To delegate responsibility for finalising the report to the Cabinet Member for Environment and Transport;
- (iii) To approve the changes to the Southern and Eastern Corridor Area Transport Plans; and

- (iv) To approve in principle the proposals for an outward bus lane on Hills Road, the detail to be determined, following consultation, by the Cambridge Environment and Transport Area Joint Committee.

## **168. PUBLIC TRANSPORT 2000 INITIATIVE**

The Cabinet considered plans for the formation of a limited company, responsible for the operational and financial management of East Anglia Traveline, which provides public transport information to the general public.

The Transport Act 2000 placed a statutory duty on local authorities to provide accurate information on public transport services. The DTLR established a UK-wide project to set up a Public Transport Information (PTI) Service called "Traveline", to be accessed via a national telephone number. While the service was national, it was implemented regionally, with authorities forming appropriate regional PTI partnerships for their area. Cambridgeshire, Norfolk and Suffolk (in partnership with East Anglia's two biggest bus operators First Eastern Counties and Stagecoach East) formed the East Anglia Public Transport Information Service (EAPTIS). There were two call centres in East Anglia - one based in Cambridge, and the other in Norwich. Both were equipped to provide public transport travel information over the entire region. The service commenced in July 2000 along with country's other PTI regional call centres. It was noted that the Cambridge and Norwich call centres were currently handling around 18,000 calls per month. The cost of running the call centres was approximately £300k per annum, which was recouped through contributions from stakeholders. Operator contributions to the Traveline scheme were currently based on the mileage run in their operations. On this basis, each county council in the EAPTIS region needed to contribute towards those contracted services for which they received revenue. For Cambridgeshire County Council, this currently amounted to approximately £6,000 per annum.

It was proposed to establish a limited company to coordinate and manage the development and delivery of Traveline. This was similar to the approach being adopted by other regions and would be achieved by converting the existing EAPTIS partnership to a limited company. EAPTIS Ltd would manage operational and financial aspects of delivery of the Traveline service, and approve further developments. This would provide a single, objective legal entity through which all regional Traveline activities were managed. It would be controlled at executive level by a Board of Directors representing the main stakeholders. Day-to-day activities would be handled by a general manager, accountable to the Board. The company would not make profits or losses, but would invoice 100% of operating costs to transport operators. The three local authorities would together hold 20% of the voting rights on the Board, with the remaining 80% shared by regional transport operators.

It was resolved:

To endorse the proposed formation of a public transport information company, jointly owned by the region's bus companies and local authorities.

**169. BURNSFIELD INFANT AND KING EDWARD JUNIOR SCHOOLS, CHATTERIS**

The Cabinet considered proposals for the relocation and amalgamation of the Burnsfield Infant and King Edward Junior Schools in Chatteris. This was in line with the Council's policy of establishing 'all-through' primary schools in place of separate infant and junior schools.

It was noted that the proposal was being made in the light of a review of the current pattern of provision in the Chatteris area and planned future growth in the area. A series of meetings had taken place with all schools in the area to determine how best to meet anticipated changes in pupil numbers and once formulated the proposals had been the subject of a consultation process with all interested parties. The proposal had the unanimous support of the school governors. The main issue of concern was the proposed sale of part of the school site. This had been considered by the School Organisation Service Development Group, which felt that, the educational rationale for change and opportunity to reinvest the proceeds from any sale into building improvements outweighed the concerns expressed.

In considering the proposal, Cabinet reviewed the position in relation to securing the necessary capital funding to enable the scheme to proceed. In relation to plans to dispose of part of the site, the need to dispose of this asset at its full market value was stressed.

It was resolved:

To approve the publication of a public notice seeking:

- (i) To discontinue Burnsfield Infant and King Edward Junior Schools in Chatteris, with effect from 31<sup>st</sup> August 2003; and
- (ii) To establish in their stead a new 420 place Community Primary School on part of the existing site, to open on 1<sup>st</sup> September 2003, subject to securing a capital receipt from sale of part of the existing schools site.

*[Note: Councillor A Melton declared a personal interest in this item under paragraph 8 of the Code of Conduct by reason of his being Chairman of the Board of Governors and having a child attending one of the schools.]*

## **170. COMPREHENSIVE PERFORMANCE STATEMENT**

The Cabinet was invited to review and endorse the Council's draft Comprehensive Performance Assessment (CPA) self-assessment submission in advance of it being signed off by Group Leaders and the Chief Executive.

It was noted that all County Councils, unitary authorities, London boroughs and metropolitan councils would undergo a CPA in the current year. The emphasis of CPA was on self-knowledge and evidence, both about performance and capacity to improve. It was felt that the CPA process provided a real opportunity to identify the Council's strengths and areas for further improvement and to focus on improving services to people in Cambridgeshire. A key element of the self-assessment was the three-year action plan for continuous improvement which identified the priority areas for improvement.

As part of the CPA process the Council was required to prepare a self-assessment submission to be submitted to the Audit Commission in advance of an on-site inspection visit which was scheduled to take place between 15<sup>th</sup> and 26<sup>th</sup> July. The self-assessment had been prepared through close involvement of a cross-party group of Members, including Cabinet Members, Group Leaders and Scrutiny Committee Chairmen. A CPA Corporate Assessment Team, comprising a Lead Assessor, Peer Reviewers, an Auditor and an Inspector, would undertake the on-site inspection. This would include meetings with Members, officers and key partners. The Assessment Team will return in August to give its initial feedback in advance of allocating the Council a single 'balanced scorecard' judgement towards the end of the year, details of which will be sent to all households in the County.

It was resolved:

To endorse the Council's Corporate Self Assessment for signing off prior to submission to the Audit Commission.

## **171. PREVENTION FUND**

The Cabinet considered the allocation of the Prevention Fund, which was established as part of the budget setting process. The purpose of the Fund was to use some one off resources to invest in preventative services for the young and the elderly in a way that might further reduce further calls on services.

Following the establishment of the fund, Service directorates had been invited to submit bids for funding. The intention was not to promote or provoke new ideas, but to contribute to existing policies or initiatives that would benefit from an extra injection of money. In total sixteen bids were received. These bids had been considered by Strategic Management Team and Cabinet members and had been appraised and refined to ensure coherence and consistency with the Council's policy objectives and other submissions. In considering the bids particular attention had been paid to ensuring that supporting the projects

would not lead to ongoing financial commitments that would create budget pressures in future years.

The total amount of funding required by the amended bids was £539,000, which was in excess of the £400,000 available. However it would be possible to support all the bids in by utilising some of the resources set aside for Connexions related funding and, as some of the projects were specifically related to local Public Service Agreement targets, additional funds could be available from any Reward Grant received – in accordance with the principles already agreed by Cabinet.

It was resolved:

To approve the allocation of the Prevention Fund as set out in Appendix One to the signed copy of the minutes.

## **172. CORPORATE GOVERNANCE ANNUAL STATEMENT**

The Cabinet considered proposed arrangements for publicising the Council's Corporate Governance arrangements.

In March 2002, the County Council approved a recommendation from the Standards Committee to adopt a Code of Corporate Governance. This had been prepared in the light of recommendations from the Chartered Institute of Public Finance Accountancy (CIPFA) and the Society of Local Authority Chief Executives (SOLACE) that all local authorities should carry out a review of their corporate governance arrangements and produce a Code. This focuses on the overall stewardship of the Council and includes reference to the actions, roles and responsibilities of both Members and officers.

It was noted that CIPFA/SOLACE had also recommended that local authorities should include a statement on their corporate governance arrangements in the Annual Statement of Accounts. This would set out the extent to which the Council's arrangements matched up with the aspirations set out in the Code.

It was resolved:

That the Leader of the Council and Chief Executive be authorised to approve arrangements for the approval of a statement on the Council's corporate governance arrangements to be included in the Council's Annual Accounts for 2001/02 and future years.

## **173. CABINET OUTLINE AGENDA**

The Cabinet noted the outline agenda for the meeting scheduled to take place on 23<sup>rd</sup> July 2002.

Chairman