

CABINET: MINUTES

Date: 5th September 2006

Time: 10.00 a.m. – 10.51 a.m.

Present: Councillor J K Walters

Councillors: S F Johnstone, L W McGuire, L J Oliver, D R Pegram, J A Powley, J E Reynolds, J M Tuck and F H Yeulett.

Also in Attendance

Councillors: *S King, *T Orgee and J West

* for part of the meeting only

Apologies: Apologies were received from Councillor V H Lucas.

210. MINUTES 11th JULY 2006

The minutes of the meetings of the Cabinet held on 11th July were approved as a correct record and were signed by the Chairman.

211. DECLARATIONS OF INTERESTS

None.

212. PETITION – SAVE THE NUMBER 32 COMMERCIAL BUS SERVICE

Cabinet received a petition signed by over 700 local residents requesting that the County Council should help save the number 32 commercial bus service route operated by Stagecoach which served Bury Road, Haverhill Road, Gog Magog Way, Mingle Lane and Hinton Way linking Cambridge with Saffron Walden.

Councillor Charles Nightingale from South Cambridgeshire District Council acting as the spokesman was invited to present the details of the petition on behalf of the residents of Shelford and Stapleford. He referred to details of the bus changes that been imposed on residents with only 17 days notice. Residents were concerned that the introduction of the new Citi 7 (10 minute) service had resulted in the removal of the previous 32 bus service which they considered to be an inferior service. Although following representations at a public meeting, a rerouted 31 had been offered to help increase coverage to both

Villages, this bus was currently proceeding the wrong way around the route previously covered by the 32 bus, with the bus stop now on the wrong side of the road and with incorrect bus time tables being shown. The changes had resulted in some elderly people having to walk $\frac{3}{4}$ mile to the nearest bus stop.

It was highlighted that while the 31 service was allowed 9 minutes to cover 3 stops in Trumpington, in Stapleford/ Shelford the service bus had to cover 7 stops in 5 minutes, plus also cross a railway level crossing. If the railway level crossing gates were down, which occurred every 10 minutes, this resulted in the route losing on average another 8 minutes.

Details were also provided of the perceived inadequate service in respect of the 7-55 a.m. service from Mingle Lane down Hinton Way to Addenbrookes Hospital. It was indicated that although this service proceeded down Hinton Way with the attention of picking up school children, it had been seen to pass 4 bus stops without picking up passengers and then proceeding straight to Drummer Street Bus Station, missing the Addenbrooke's Hospital pickup stop. The main contention was that if Stage Coach was to re route the Citi 7 every half hour or hour, this could provide the necessary additional coverage requested. The petitioners contention was that the service was not working as it should, with buses often coming one behind each other. Councillor Orgee also spoke in support of the petitioners' request, as one of the local members for Sawston.

As there was no report on the agenda, the Cabinet agreed to refer the petition to officers to look into the issues raised. In particular the request to re-route one of the Citi 7 10 minute service buses every half hour or hour to the 31 route to provide Stapleford/Shelford with greater bus coverage. Officers were asked to respond on behalf of the Council to Cllr Nightingale in his representative role as the spokesperson to the petition. When considering the request, officers were also asked to make comparisons with bus service provision to villages in other parts of the County.

213. OVERARCHING POLICY FOR GYPSIES AND TRAVELLERS

Officers have previously been asked to draw together an overarching policy for Gypsies and Travellers, building on the Council's priorities and incorporating the findings from the Gypsy/Traveller Needs Assessment. Cabinet now received a report seeking endorsement of the overarching policy for Gypsies and Travellers and requesting advice on how work to improve planning for Gypsies and Travellers should be taken forward.

The overarching policy document (attached to the officer's report) had been prepared incorporating the survey's key findings. The policy document has been prepared deliberately as a 'broad brush' approach

and sensitive partnership working would be required to work up the detail of planned actions.

The report's main recommendation highlighted that improved planning in the provision of accommodation; learning and health for Gypsies and Travellers would benefit both the Settled and the Gypsy and Traveller Communities. Some members of the Cabinet did express concerns regarding the financial affect of implementing the policies and how they would be apportioned between the County and districts. In reply, it was indicated that the intention was not to allocate greater resources, but to ensure that travellers were not discriminated against compared to other members of the community and that the Council continues to meet it's statutory obligations.

Cabinet emphasised the need for partners to be involved in developing the policy and that while it was important to have a policy in place, assurances would be required that all partners were equally committed. It was considered appropriate that following partner input, a revised version of the policy should in due course be submitted for approval by the full Council.

It was resolved:

- i) To agree to adopt the overarching policy for Gypsies and Travellers as appended to the officer's report.
- ii) To ask the Traveller Coordination Group to lead on the development of a more detailed joint partnership county-wide policy to incorporate the principles set in the overarching policy.
- i) On receipt of and incorporation of the comments of partners regarding the more detailed country-wide policy to request that the final version should be submitted for approval by Council to obtain full County Council ownership.

214. INVEST TO TRANSFORM PROPOSALS 2006/07

The July Cabinet had deferred consideration of the earlier draft of the current report, as at that time members of the Cabinet considered that they did not have sufficient background information in relation to the individual bids for invest to transform monies.

The current report provided a summary of information for all the proposals received against the re-launched Invest to Transform Reserve. The purpose of the report was to gain Cabinet approval to the Invest to Save Proposals set out in Appendix A of the officer's report,

as some of the proposals for funding exceeded the officer delegated approval limit.

The report suggested a decision on the 2006/07 programme should be based upon:

- Its payback
- Its impact on performance
- Risks around delivery
- Overall affordability.

The proposal required £1.736m of funding to be called down over the next six years from the Invest to Transform Reserve with £0.973m being directly repayable as a result of savings generated from the schemes proposed and £0.763m being a call against future year's resources.

Additional recommendations set out as ii) and iii) below, were sought in relation to the need to safeguard the Council's financial position in any revised Section 31 agreements with the new Primary Care Trust. These safeguards related to the need to still reach agreement on new performance requirements and the transfer of savings due.

It was resolved:

- i. To approve proposals N3 through to N17 as set out in Appendix 1 of the officer's report, subject to the amendment made in resolution iii) below in respect of N7 through to N13, with a combined value of £1.736m being called down over the next six years and with £0.614m being called down in 2006/07.
- ii. To note the need, and to agree in principle, in the case of pooled budget proposals, N7 through to N13 to alter Section 31 agreements to reflect; the benefits, performance improvements, mechanism for pay-back and future savings shares of the investment proposals with Primary Care NHS Trusts.
- iii. In respect of proposals N7 to N13, that in terms of the performance outcomes to be included as revised amendments to the Section 31 agreements, the Chief Executive be authorised in consultation with the Cabinet Member for Corporate Services and the lead Member for Community Learning and Development and Adult Social Care to agree final changes, subject to them being assured that they were financially acceptable.
- iv. To note that proposals N3-N6 had no direct savings and were investments in performance improvement, whilst bids N14 and N16 were only partially self-funding.

- v. To note that where bids do not have a direct pay-back, the need to replenish the reserve becomes a first call against following year's Medium Term Corporate Plan (MTCP) resources.

215. DECRIMINALISED PARKING ENFORCEMENT IN CAMBRIDGESHIRE

This report set out the issues arising from any extension of decriminalised parking enforcement (DPE) in Cambridgeshire.

Whilst there was no immediate need to move forward with any extension of DPE, the general drift in policy towards more enforcement of traffic management by Local Authorities rather than by the Police, suggested that it would be prudent for the County Council's officers to explore the financial implications and a possible implementation plan and timetable in partnership with District Councils. The lengthy process required to secure the necessary powers for DPE was also a relevant consideration.

Any move towards further DPE would require rigorous financial scrutiny to ensure that any financial liabilities were identified. This was particularly important given concerns that the costs of enforcing parking controls outside Cambridge might not be met from penalty charge notices (PCNs) income. It was agreed that as with the scheme developed in Cambridge City, any agreement with a district council would need to be on the basis of sharing any operational deficit, as well as any surplus. Cabinet also supported that any extension of DPE would also have to bear the substantial fixed cost of establishing PCN processing.

It was resolved:

To support the following principles as a basis for considering any extension of decriminalised parking enforcement (DPE) in Cambridgeshire:

- i) Any extension of DPE to be developed on a countywide basis;
- ii) That the County Council should work in partnership with District Councils to deliver combined on- and off-street enforcement, agreeing appropriate sharing of any deficits or surpluses from DPE operations;
- iii) That a business case should be prepared for each district that is subject to robust scrutiny;
- iv) That ticket processing could be based on an expansion of the arrangements in Cambridge currently operated by Cambridge City Council;

- v) On - and off-street parking charges should be applied wherever decriminalised parking enforcement operates to ensure that adequate revenue funding is available to under-right any deficits in DPE operations.

216. RISK MANAGEMENT ANNUAL REVIEW

This report required to be presented to Cabinet on an annual basis.

Cabinet noted that considerable work had been carried out to embed Risk Management practice within the organisation and evidence of this process was detailed in the report. Despite the earlier “Limited Assurance Rating” given by the County Council’s auditors, progress on realigning the business continuity plans to the new structure and upgrading them in line with best practice had been significant. Cabinet noted details of the work that had continued not only in order to complete the suite of plans, but also to test them through exercises to ensure that they were fit for purpose.

Details were provided of the current training being undertaken and Cabinet noted that the majority of service heads had now received appropriate risk management training.

It was resolved:

- i) To note the contents of the Risk Management Annual Review and the progress made.
- ii) To note the reassurances from officers that other risks below that assessed as being strategic risks were reviewed on a regular basis and their status changed if required.
- iii) To note the reassurances provided that all heads of services and senior managers in post will have received appropriate risk management awareness training on the completion of the current training exercise taking place in September/October, as detailed in the officer’s report.

217. TOP 30 PERFORMANCE INDICATORS 2006/07 AND PERFORMANCE MONITORING QUARTER 1 (April- June)

Cabinet received a report summarising performance on the Council’s “Top 30” Key Performance Indicators for the first quarter 2006/07. The report also sought confirmation of Cabinet ownership of the Council’s Best Value Performance Indicators (BVPIs) for 2006/07.

The report provided details on;

- the latest performance on the Local Public Service Agreement 2004-2007;
- the Council's performance for 2005/06.

Key points discussed were in relation to:

- *Best Value 54/LPSA number of people per 1,000 aged 65+ helped to live at home* where the performance had dipped during the first quarter. Primary Care Trusts had been asked for an explanation with a view to improving performance. It was reported that SERCO were undertaking an analysis of home care for older people to provide a breakdown of the hours delivered to help increase the understanding of how home care hours were being deployed and how this impacted on performance. It was also noted that there had been some discussions with the Commission for Social Care Inspection (CSCI) regarding the accuracy of other authorities data for this indicator compared to the accurate figures being provided by Cambridgeshire.
- *BV8 % of undisputed invoiced paid by the Council within 30 days.* It was noted that performance had been below target for the first quarter and the results had also required to be recalculated due to an error identified in the reports for those months. As there was a decrease in the volume of invoices during August, performance was expected to improve and reach target. However it was noted that with the schools returning in September there was expected to be a decrease in performance, due to the higher than average volume of invoices received.
- *Local % schools designated by the Office for Standards in Education (Ofsted) as underachieving, to have serious weaknesses, requiring a "Notice to Improve" or to need Special Measures* – It was noted that although the performance % had been higher than the target the second quarter, figures had improved and would be lower in the next quarter as only one school was in special measures, compared to the two in the reported quarter.
- Attention was drawn to the continued improvements in GCSE results across the County.

It was resolved to:

- i) Note current performance on the Council's Top 30 Key Performance Indicators for the first quarter 2006/07;

- ii) Note progress towards the County Council's second Local Public Service Agreement;
- iii) Note the Council's performance for 2005/06;
- iv) Agree ownership to the Best Value Performance Indicators (BVPIs) for 2006/07 as set out in appendix 4 to the officer's report.
- v) Offer congratulations to both pupils and teaching staff in the County for the continued improvement/excellent performance in overall GCSE results and in relation to the increased % of pupils achieving level 4 and above at both key stage 2 Maths and English.

218. SAFE EMPLOYMENT – UPDATE ON BICHARD RECOMMENDATIONS

Following a general update on progress towards safer employment at Cabinet on June 13th 2006, Cabinet requested a follow up report concerning progress being made against four outstanding recommendations made by internal audit in their inspection of schools initially in December 2004 and a further review in January 2006.

The four recommendations responded to were:

- Action required by schools should the Criminal Records Bureau (CRB) check reveal a "trace".
- Update Cambridgeshire County Council's intranet pages in respect of enhanced disclosures.
- Develop with schools an interview questions template.
- Reiterate the need for lists of volunteers to ensure that they are subject to appropriate checks before working at the school.

The report provided the updates on progress against the four recommendations and the officers were able to confirm that all actions had now been completed.

Cabinet additionally requested a milestone target so that every school should receive the recruitment checklist referred to in the report as "being compiled", as it was considered that the action described orally as being "ongoing" was too open ended.

It was resolved:

- i) To note the contents of the report.

- ii) To agree that the appropriate action had been taken to address the four outstanding recommendations and that a further update was not required for the October Cabinet meeting.
- iii) That a milestone be agreed that every school receive the recruitment checklist referred to in paragraph 2.5.4 of the officer's report by the end of September.

219. SCHOOL INTERIM EXECUTIVE BOARDS - THE ESTABLISHMENT OF AN INTERIM EXECUTIVE BOARD AT THE QUEEN'S SCHOOL WISBECH

This report followed on from the report presented to the July Cabinet approving that in exceptional circumstances, the Deputy Chief Executive Children and Young People's Services should be given delegated powers in consultation with the Lead member for Children's Services and relevant portfolio holders, to appoint additional governors to a school's governing body, and /or suspend the schools delegated budget: or create an Interim Executive Board (IEB). With regard to the latter, the delegated authority was only to be exercised as a last resort following consultation with the Leader and portfolio holders, with the reasons reported to the next Cabinet meeting.

The current report set out the action taken since the last Cabinet meeting in respect of Queen's School with an the IEB being formed to take on the responsibilities of the Governing Body from 17 July 2006. The action set out in the current report was taken following the lack of progress on educational standards previously required to be undertaken, following previous warnings of unacceptable performance and the subsequent consequences of the Office for Standards in Education (Ofsted) decision in July to place the school in special measures and having received the Secretary of State's support for the establishment of an Interim Executive Board. The decision had also been taken against a background history of high levels of parent dissatisfaction with education and teaching standards at the school.

Cabinet noted that it was estimated that the IEB would run 4 sessions in 2006/07 with an increasing involvement from local community and business leaders with a view to establishing a shadow Governing Body early in 2007 and returning to normal governing and accountability arrangements by session 2007/08.

Praise was given in relation to the commitment being shown by the new Head-teacher and the staff at the school in their efforts to move the school forward.

It was resolved:

To note the steps taken to improve governance arrangements at the Queen's School, Wisbech and agree that a further progress report should be received back to Cabinet by no later than May 2007.

220. DELEGATIONS FROM CABINET TO CABINET MEMBERS/OFFICERS

Cabinet received a report on progress on issues that had been delegated to individual Cabinet Members and/or to officers to make decisions on behalf of the Cabinet.

It was resolved:

To note the progress on delegations/actions to individual Cabinet Members and/or to officers previously authorised by Cabinet.

221. DRAFT CABINET AGENDA PLAN 5th SEPTEMBER 2006

Cabinet noted the agenda plan with the following change:

Longstanton Bypass Side Roads Order delete second reference to the same report but replace it with a new report on Queen's Secondary School - Wisbech - Constitution

In relation to the large number of reports for this meeting, the Chairman requested that lead officers should seek to move where practicable reports that could wait until the following Cabinet meeting in October.

Chairman
26th September 2006