

A meeting of the **CABINET** will be held in the **COUNCIL CHAMBER, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 15 MAY 2008** at **11:30 AM** and you are requested to attend for the transaction of the following business:-

APOLOGIES


Contact
(01480)

1. MINUTES (Pages 1 - 4)

To approve as a correct record the Minutes of the meeting held on 24th April 2008.

Mrs H Taylor
388008

2. MEMBERS' INTERESTS

To receive from Members declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any agenda item. Please see Notes 1 and 2 below.

3. APPOINTMENT OF EXECUTIVE COUNCILLORS

To appoint Members to hold responsibility for executive powers and duties determined by the Leader.

The following portfolios were approved by the Cabinet in May 2007 –

- ◆ Finance;
- ◆ Planning Strategy, Environment and Transport;
- ◆ Leisure Centres;
- ◆ Resources and Policy;
- ◆ Housing and Public Health;
- ◆ Headquarters and Information Technology; and
- ◆ Operations, Parks and Countryside.

Those Members appointed as Executive Councillors for Planning Strategy and Resources and Policy were also appointed ex-officio Members respectively of the Development Control Panel and Licensing and Protection Panel/Licensing Committee.

The Leader was appointed ex-officio Member of the Employment Panel.

4. LEISURE CENTRE MANAGEMENT COMMITTEES

To appoint Members to serve on the following Leisure Centre Management Committees-

- ◆ Huntingdon Leisure Centre Management Committee (6)
- ◆ St Neots Leisure Centre Management Committee (5)
- ◆ St Ivo Leisure Centre Management Committee (6)
- ◆ Ramsey Leisure Centre Management Committee (5)
- ◆ Sawtry Leisure Centre Management Committee (5)

The Local Government Act, 2000 requires the appointment of a minimum of one Cabinet Member to Leisure Centre Management Committees. Any non-Cabinet Members appointed are required to represent wards within the catchment area of the relevant Centre. The political balance requirements do not apply.

5. HINCHINGBROOKE COUNTRY PARK JOINT LIAISON GROUP

To appoint four members to serve on the Country Park Joint Liaison Group.

6. HUNTINGDONSHIRE TRAFFIC MANAGEMENT AREA JOINT COMMITTEE

To appoint six Members to serve on the Huntingdonshire Traffic Management Area Joint Committee.

The 2000 Act requires the appointment of a minimum of one Cabinet Member to the Joint Committee. Other Members may be appointed to the Joint Committee but the political balance requirements do not apply.

7. CUSTOMER FIRST AND ACCOMMODATION ADVISORY GROUP

To appoint seven Members to serve on the Advisory Group.

A Sub-Group of the Cabinet that is exercising any decision-making powers delegated to it by the Cabinet must include only Cabinet Members. Those whose terms of reference are merely advisory can include non-Cabinet Members. Proportionality requirements do not apply to any Sub-Groups or Committees to which the Cabinet may appoint.

8. MEMBERS' ADVISORY GROUP FOR PUBLIC CONVENIENCES

To appoint four Members to serve on the Advisory Group.

9. DEVELOPMENT PLAN POLICY ADVISORY GROUP

To appoint seven Members to serve on the Advisory Group.

10. SAFETY ADVISORY GROUP

To appoint five Members to serve on the Advisory Group.

11. ENVIRONMENT STRATEGY WORKING GROUP

To appoint six Members to serve on the Working Group.

12. MEMBERS' CAR PARKING WORKING GROUP

To appoint seven Members to the Working Group.

13. NATIONAL AIR TRAFFIC SERVICE (NATS) CONSULTATION: PROPOSED CHANGES TO TERMINAL CONTROL NORTH AIRSPACE OVER CAMBRIDGESHIRE (Pages 5 - 16)

To consider a report by the Head of Environmental & Community Health Services, the Head of Planning Services and the Head of Environmental Management on the details of the National Air Traffic Service's proposals to change the use of terminal control north airspace.

**J Allan
388281**

14. FLEXIBLE WORKING: REMOTE ACCESS PROJECT: AUTHENTICATION SYSTEM (Pages 17 - 18)

To consider a report by the Head of Information Management seeking approval to accept a quotation for the purchase of a 2 factor authentication system as part of the remote access project.

**C Hall
388116**

15. LOCAL AREA AGREEMENT (Pages 19 - 32)

To consider a report by the Head of Policy and Strategic Services on the Local Area Agreement for Cambridgeshire – report to follow due to protracted negotiations with the Government Office.

**I Leatherbarrow
388005**

16. THE COUNCIL'S CONSTITUTION: SCHEME OF DELEGATION AND MONITORING OFFICER: INTERIM ARRANGEMENTS (Pages 33 - 34)

With the assistance of a report by the Head of Administration to consider interim arrangements relating to the Council's Scheme of Delegation and the designation of a Monitoring Officer following the impending retirement of the Director of Central Services.

**R Reeves
388003**

17. EXCLUSION OF PRESS AND PUBLIC

To resolve:

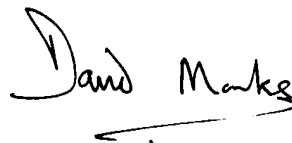
that the press and public be excluded from the meeting because the business to be transacted contains exempt information relating to the financial affairs of particular persons (including the authority holding that information) and/or information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

18. DOCUMENT CENTRE - PURCHASE OF INSERTER (Pages 35 - 36)

To consider a report by the Head of Administration.

**R Reeves
388003**

Dated this 9 day of May 2008



Chief Executive

Notes

1. *A personal interest exists where a decision on a matter would affect to a greater extent than other people in the District –*
 - (a) *the well-being, financial position, employment or business of the Councillor, their family or any person with whom they had a close association;*
 - (b) *a body employing those persons, any firm in which they are a partner and any company of which they are directors;*
 - (c) *any corporate body in which those persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or*
 - (d) *the Councillor's registerable financial and other interests.*
2. *A personal interest becomes a prejudicial interest where a member of the public (who has knowledge of the circumstances) would reasonably regard the Member's personal interest as being so significant that it is likely to prejudice the Councillor's judgement of the public interest.*

Please contact Mrs H Taylor, Senior Democratic Services Officer, Tel No. 01480 388008/e-mail Helen.Taylor@huntsdc.gov.uk /e-mail: if you have a general query on any Agenda Item, wish to tender your apologies for

absence from the meeting, or would like information on any decision taken by the Cabinet.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the District Council's website – www.huntingdonshire.gov.uk (*under Councils and Democracy*).

If you would like a translation of Agenda/Minutes/Reports or would like a large text version or an audio version please contact the Democratic Services Manager and we will try to accommodate your needs.

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit and to make their way to the car park adjacent to the Methodist Church on the High Street (opposite Prima's Italian Restaurant).

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Agenda Item 1

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CABINET held in the Council Chamber, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Thursday, 24 April 2008.

PRESENT: Councillor I C Bates – Chairman.

Councillors P L E Bucknell, D B Dew, C R Hyams, Mrs D C Reynolds, T V Rogers and L M Simpson.

APOLOGY: An apology for absence from the meeting was submitted on behalf of Councillor A Hansard.

126. MINUTES

The Minutes of the meeting of the Cabinet held on 3rd April 2008 were approved as a correct record and signed by the Chairman.

127. MEMBERS' INTERESTS

No declarations were received.

128. FINANCIAL MONITORING – REVENUE BUDGET

The Cabinet received a report by the Head of Financial Services (a copy of which is appended in the Minute Book) on the projected revenue budget out-turn for 2007/08 together with payments received and debts written-off.

RESOLVED

that the forecast variations in the revenue budget for 2007/08 and the position with regard to payments received and debts written-off be noted.

129. CAPITAL PROGRAMME MONITORING – 2007/08

By means of a report by the Head of Financial Services (a copy of which is appended in the Minute Book) and having been acquainted with variations to the Capital Programme in the current year, the Cabinet

RESOVLED

- a) that the report be received and the expenditure and timing variations noted; and
- b) that the estimated capital and revenue impact also be noted.

130. REGIONAL SPATIAL STRATEGY GYPSY & TRAVELLER POLICY

Further to Minutes No. 07/50 and with the aid of a joint report by the Heads of Planning Services and of Housing Services (a copy of which is appended in the Minute Book) the Cabinet gave consideration to the Council's suggested response to a draft policy proposed by the East of England Regional Assembly on the accommodation needs of gypsies and travellers within Huntingdonshire.

Having considered the information contained in the report and in noting the deliberations of the Overview and Scrutiny Plan (Service Support) on the matter, the Cabinet

RESOLVED

- (a) that the draft policy proposed by the East of England Regional Assembly on the accommodation needs of gypsies and travellers be supported on the basis that it is consistent with the local need for Huntingdonshire identified in the Assessment of Need and the evidence base.
- (b) that the requirement for all local authorities to provide at least some pitches, including areas where previously no or little provision has been made, be noted and that the Council reserves its position should some local authorities seek to challenge this equality of provision by any alternative redistribution which would result in unjustified increase in provision within Huntingdonshire; and
- (c) that the East of England Regional Assembly be requested to include within the policy an explanation as to why a 3% compound rate of increase is proposed and an indication that a future review will need to take into account the requirement for transit sites and the needs of travelling show people.

131. PROMOTING BETTER HEALTH IN OLDER PEOPLE THROUGH PHYSICAL ACTIVITY

Further to Minute No. 07/90 a report was submitted by the Overview and Scrutiny Panel (Service Delivery) (a copy of which is appended in the Minute Book) updating Members on the current position with regard to the Panel's study on promoting better health in older people through physical activity.

In considering the information in the report Executive Members were reminded of their previous request for clarification of the Council's financial commitment to support a pilot programme of exercise for older people. In that respect, Members were advised that grant funding since had been obtained from Well Being in the East for the post of Older Person's Physical Activity Officer and that along with funding included in the Medium Term Plan the post would be supported until 2010. Having noted that the Panel's study accordingly had been formally concluded, the Cabinet

RESOLVED

that the content of the report now submitted be noted.

Chairman

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COMT
CABINET

29 APRIL 2008
15 MAY 2008

**NATIONAL AIR TRAFFIC SERVICE (NATS) CONSULTATION:
PROPOSED CHANGES TO TERMINAL CONTROL NORTH (TCN)
AIRSPACE OVER CAMBRIDGESHIRE
(Report by the Head of Environmental & Community Health Services, the
Head of Planning Services and the Head of Environmental Management)**

1. INTRODUCTION

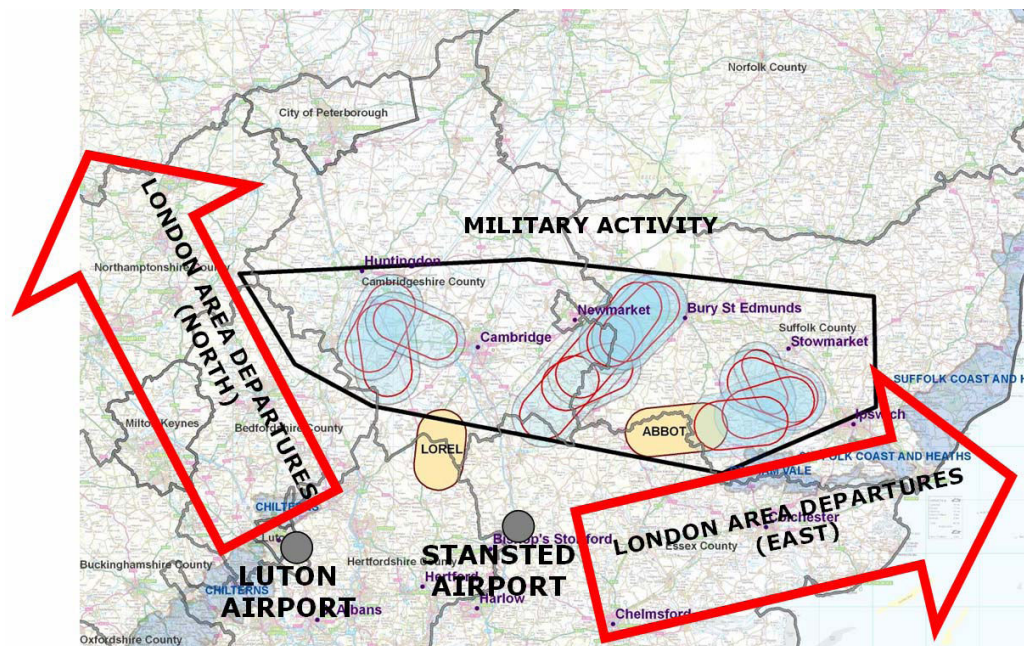
- 1.1 "Terminal Control North" (TCN) is the name given to a very long area of airspace (below 19,500ft) extending from London, roughly in an arc from Reading through Oxford, Milton Keynes, Bedford, Huntingdon, Ely, Thetford and Lowestoft.
- 1.2 The purpose of this report is to brief members on the details of NATS proposals to change the use of TCN, to explain the impact of the proposed changes and importantly to outline how these proposed changes may affect Huntingdonshire residents if implemented.
- 1.3 Proposals for airspace change have to conform to guidance issued by the Civil Aviation Authority (CAA), CAP 725 – Guidance on the Application of the Airspace Change Process.
- 1.4 A draft response to the proposals is attached for consideration by Members and the final date for formal responses is 22 May 2008.

2. SUPPORTING/BACKGROUND INFORMATION

- 2.1 Luton and Stansted currently share two holds; one called LOREL in the vicinity of Royston and one called ABBOT in the vicinity of Sudbury. These are shown in annexes 1 and 2.
- 2.2 NATS consultation documents explain that shared holds add more complexity to air traffic control because the queues for Luton and Stansted become intertwined. For example, a Luton arrival may not be able to leave the queue to head for the Luton runway even if the runway is clear because there are queuing Stansted arrivals below it. As a result, the Luton arrival could be delayed from landing for longer than necessary. The same scenario can also apply to Stansted arrivals caught behind queuing Luton traffic. In addition to delaying passengers, increased holding has an adverse environmental effect because aircraft waiting to land burn more fuel, create more emissions and expose communities beneath to more noise. This additional complexity and delay caused by shared holding is only an issue when there are a high number of arrivals into both Luton and Stansted simultaneously. This has not been a regular occurrence to date and when it does happen, air traffic controllers seek to manage the aircraft in such a way as to keep either Luton or Stansted aircraft out of the holds whenever possible.
- 2.3 NATS contend that continued growth in air traffic is making management of Luton and Stansted arrivals in this way unsustainable and, therefore, they say that change is required. In order to provide a solution to this issue, the TCN proposal is to establish new separate 'dedicated' holds for Luton and Stansted airports. They propose to establish 3 new holds to replace the existing 2 holds, with 2 of the new holds serving Stansted

and one serving Luton. The proposed holds are shown at annexes 3 to 5 and annex 3 shows the proposed “Luton Hold” covering an area of airspace to the west of Cambridge, south of Huntingdon and east of St Neots.

2.4 NATS considered a number of hold locations subject to operational constraints, which are listed in the consultation documents. They explain that these constraints limit the range of operationally efficient options available. In addition, they say that there is a need to keep the holds sufficiently separated from one another to maintain the safety of the aircraft holding within them. As a consequence of the limited options identified and their stated requirement to avoid population centres, and the need to keep the holds separated, they only identified three general areas in which the three new holds could feasibly be located:



2.5 The following table was copied from the consultation document and shows the number of people living beneath the proposed hold locations. They also show, for comparison, the number of people living beneath the existing LOREL and ABBOT holds with NATS concluding that, even with an additional hold, the overall population living beneath the holding areas would be reduced by over 20,000 (more than 30%).

Population counts below the current and proposed Holds		
	Holds	Population
Proposed Holds	Luton	14227
	Stansted West	10371
	Stansted East	15371
	Total	39908
Current Holds	Abbot	35645
	Lorel	26470
	Total	62115
Total Difference in populations beneath current and proposed holds		22207

This shows a clear reduction in the potential total population numbers under the proposed new Holds, including the numbers under the Luton

Hold. However, it should be noted that the methodology used only existing populations and no allowance has been made for population growth in Cambridgeshire.

- 2.6 The proposals take account of Government guidance that aircraft stacking at sea is not an option and that centres of population are to be avoided where possible. NATS emphasize that they have no control over the growth of airports or air traffic and will not respond to feedback on this issue. The proposals are based upon a predicted 3-4% overall growth in air traffic per annum and the following table shows a more detailed analysis of the predicted growth rates for Luton.

Period	Growth
2007 – 2009	7.5%
2010 – 2014	5.0%

- 2.7 When the consultation exercise is completed the NATS proposals and consultation responses will be submitted to the Civil Aviation Authority (CAA) who regulates the use of United Kingdom airspace. The CAA will decide if the proposals are acceptable.
- 2.8 Since the Council was consulted on the TCN proposals NATS has launched further proposals for airspace change affecting a small part of the Huntingdonshire area. The new proposals (N601 Extension proposals) are to move the edge of an existing area of controlled airspace by a distance of 9 km in an easterly direction from the north east of Bedford to Sheffield and can be viewed at www.nats.co.uk/text/134/N601.html Airspace at a minimum height of 11,500 feet over Kimbolton and surrounding villages to the west of the A1 will be affected by the new proposals and the consultation is directed at environmental and conservation groups, county councils and unitary authorities. The District Council has been copied for information only because of the overlap with the TCN proposals that are the subject of this report. The new proposals will affect the areas that lie under the proposed controlled airspace but are of less significance than the TCN proposals.

3. IMPLICATIONS

- 3.1 The proposed new Luton Hold covers a wide area between Cambridge, Huntingdon and St Neots. Cambourne and Great Gransden are located towards the centre of the hold which is approximately 10km wide and 20km long.
- 3.2 NATS estimate that Luton will handle an average of 10 flights per hour during the day and between 1 and 2 flights at night (2009). Not all flights would be able to fly directly to Luton and delayed aircraft would therefore use the hold until a landing slot becomes available. The hold has a minimum base level of 7000ft and extends upwards to 14,000ft. It can accommodate a maximum of 8 aircraft at peak times. For technical reasons the stack cannot extend any higher than 14,000ft.
- 3.3 The impact of the new proposals has been assessed by consultants employed by NATS with major consideration given to noise, fuel burn and emissions and other environmental factors.

(a) Noise

Noise from the new Luton Hold would affect local residents in the manner indicated in the following table which is reproduced (in part) from the consultation documents:

Noise – Luton Arrivals

Aircraft Type	Typical Aircraft Boeing 737 – 700	Noisiest Aircraft A300 - 600
% of movements	26%	<1%
Height (ft)	Noise (Lmax, dB(A))	Noise (Lmax, dB(A))
6000 – 7000	<55 – 60	<55 - 61
7000 and above	Up to 59	Up to 60

L max is a measurement of the peak noise at ground level as an aircraft passes directly overhead. Aircraft not directly overhead will appear quieter and the above figures represent the worst case scenario. 60 dB(A) is likened to the typical noise level that would be observed in a busy general office and is accepted as a reasonable noise comparator.

(b) Fuel Burn and Emissions including Climate Change

According to NATS, the proposed changes to the airspace structure and the supporting operation of the TCN region as a whole will not have a demonstrable effect on fuel burn and emissions, including CO₂ emissions, either positively or negatively. They demonstrate the emissions assessment for 2009 and 2014 using the following table:

	% difference for 2009 traffic demand, new compared with existing	% difference for 2014 traffic demand, new compared with existing
Departures	3% increase	3% increase
Arrivals	4% reduction	4% reduction
Holding	7% reduction	8% reduction
Overall	Neutral	neutral

However, the NATS analysis does not measure the increasing fuel burn and emissions effects resulting from the growth of air traffic and state that they will not respond to issues raised in relation to air traffic growth.

(c) Other Factors

i Local Air Quality

NATS analysis has shown that the proposed changes will have a negligible impact on local air quality.

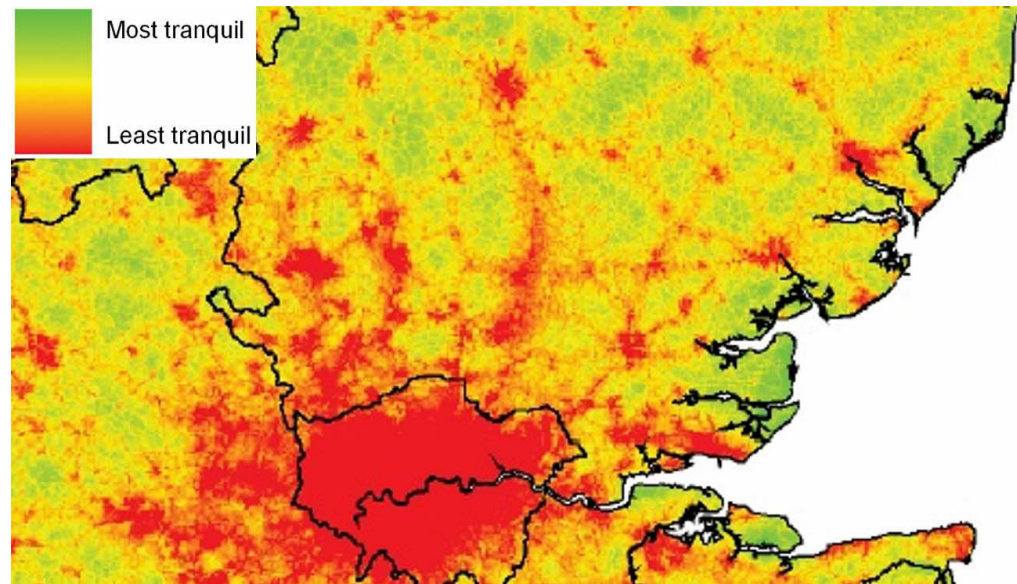
ii Sites of Ecological Interest and Wildlife Effects

The CAA guidance for airspace change considers that it is unlikely that airspace changes will have a direct impact on animals, livestock, or biodiversity but NATS report that they have considered all nationally designated wildlife sites (SSSIs, NNRs and SACs) and Special Protected Areas (SPAs) in the design process and, wherever feasible within the airspace and safety constraints, overflights of these areas has been avoided at levels below 2,000 feet.

iii Tranquillity and Visual Intrusion

According to NATS, tranquillity is a term most usually associated with areas of open space or countryside and can be described as a “state of calm or quietude”. The CAA is required to “pursue policies that will help to preserve the tranquillity where this does not increase significantly the environmental burdens on congested areas”. The CAA is on record as recognising that there is no universally accepted metric by which tranquillity can be measured and this view was recognised in the Rural White Paper **OUR COUNTRYSIDE: THE FUTURE “A FAIR DEAL FOR RURAL ENGLAND”**, November 2000, Department for Environment Food and Rural Affairs.

The Campaign for the Protection of Rural England (CPRE) has produced a tranquillity map of England which takes account of aircraft noise, employing a negative weighting factor where air traffic is viewed as having an impact. The following extract of that is reproduced from the NATS consultation documents:



The loss of tranquillity is likely to be a major concern to the residents of villages that will be affected by the NATS proposals to establish new aircraft holding patterns overhead.

- 3.4 Several parishes, including Hilton, Hail Weston, Waresley and Great Gransden have already made contact with the District Council to express their concerns about the effects that the NATS proposals will have on their residents. The issues that they are concerned about are consistent with the matters raised by NATS but extend to impacts on quality of life.

4. CONCLUSION

- 4.1 The NATS proposals have been assessed in accordance with guidance issued by the Civil Aviation Authority (CAA), CAP 725 – Guidance on the Application of the Airspace Change Process which can be viewed at <http://www.caa.co.uk/docs/33/CAP725.PDF>.
- 4.2 There are concerns among potentially affected villages about the impact of noise from aircraft stacking, about the threat to tranquillity from noise and visual intrusion and about the general detriment to the village environment and well-being of village populations. These can be summarised as objections on the basis of quality of life issues.
- 4.3 The failure to recognise the population growth factor in Cambridgeshire is considered to be a material factor, as is the failure to consider the potential effects from the growth of air traffic.

5. RECOMMENDATION(S)

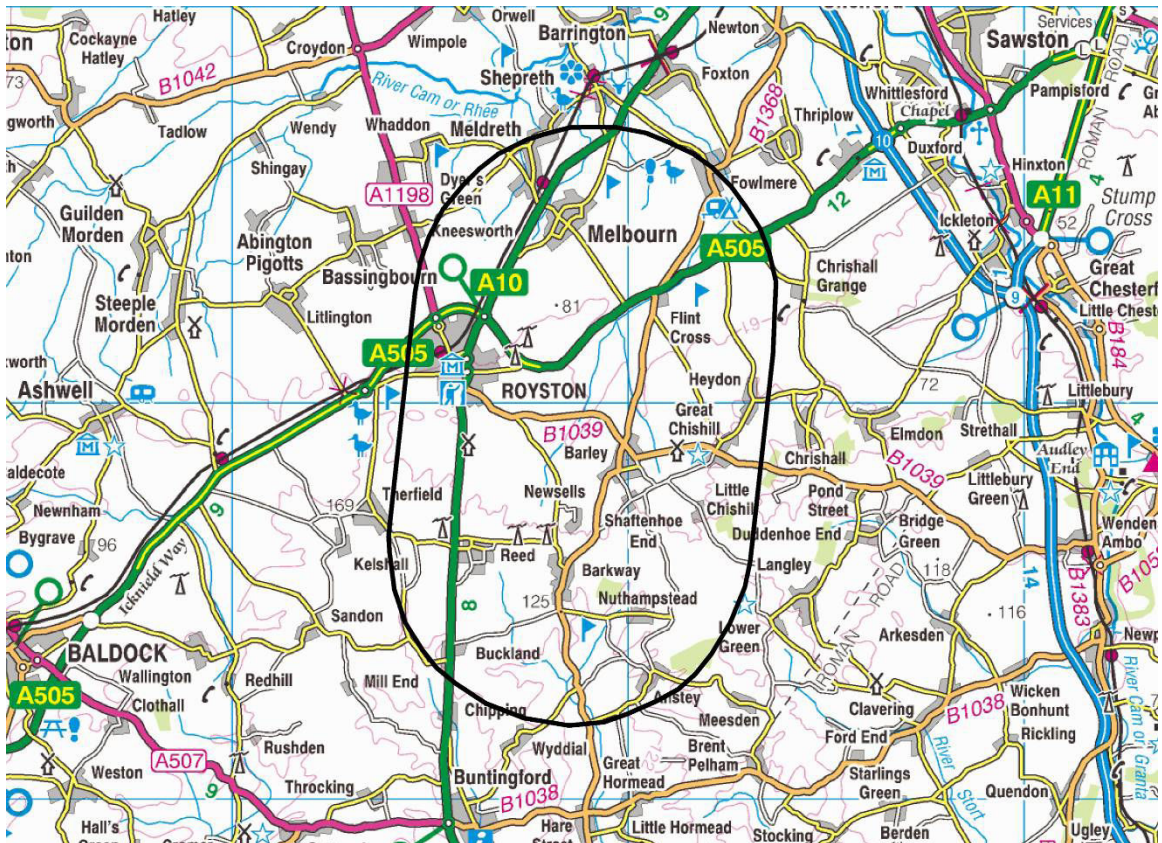
- 5.1 It is RECOMMENDED that the Director of Environmental and Community Services be authorised to respond to the NATS consultation along the lines referred to in paragraphs 4.1 - 4.3 of this report.

BACKGROUND INFORMATION

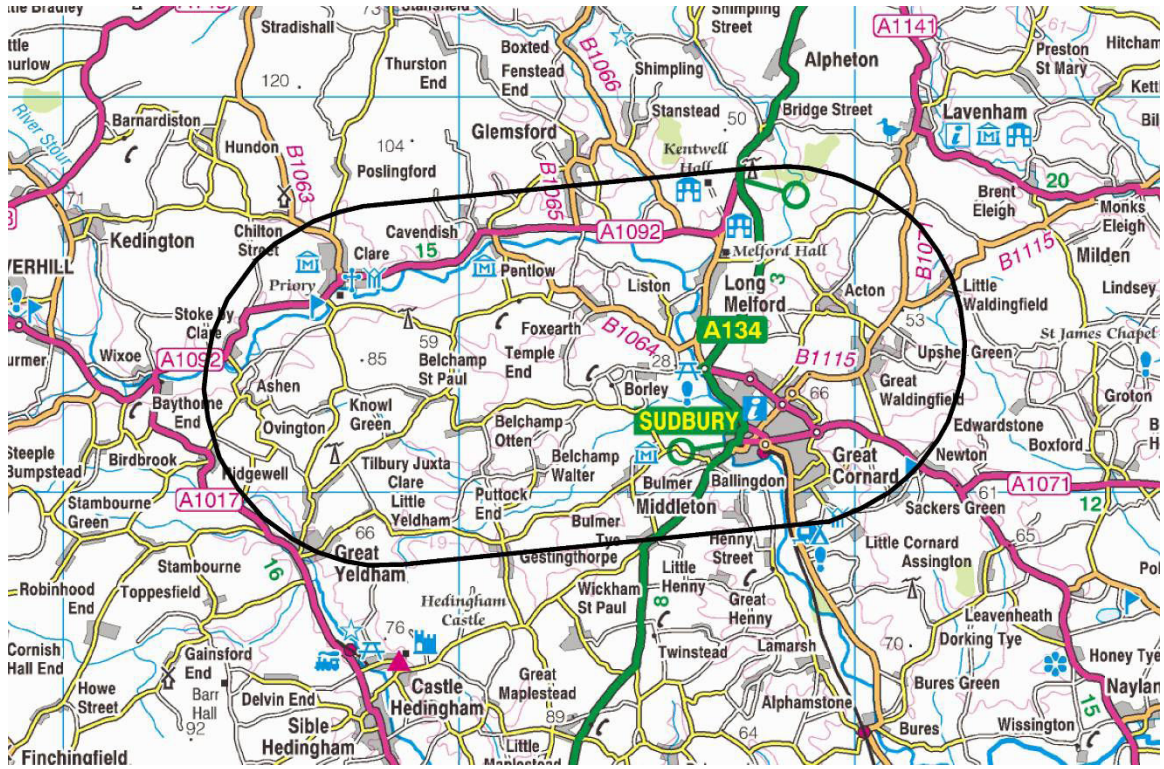
Consultation Document for the Terminal Control North Airspace Change Proposals

Contact Officer: **John Allan**
 **01480 388281**

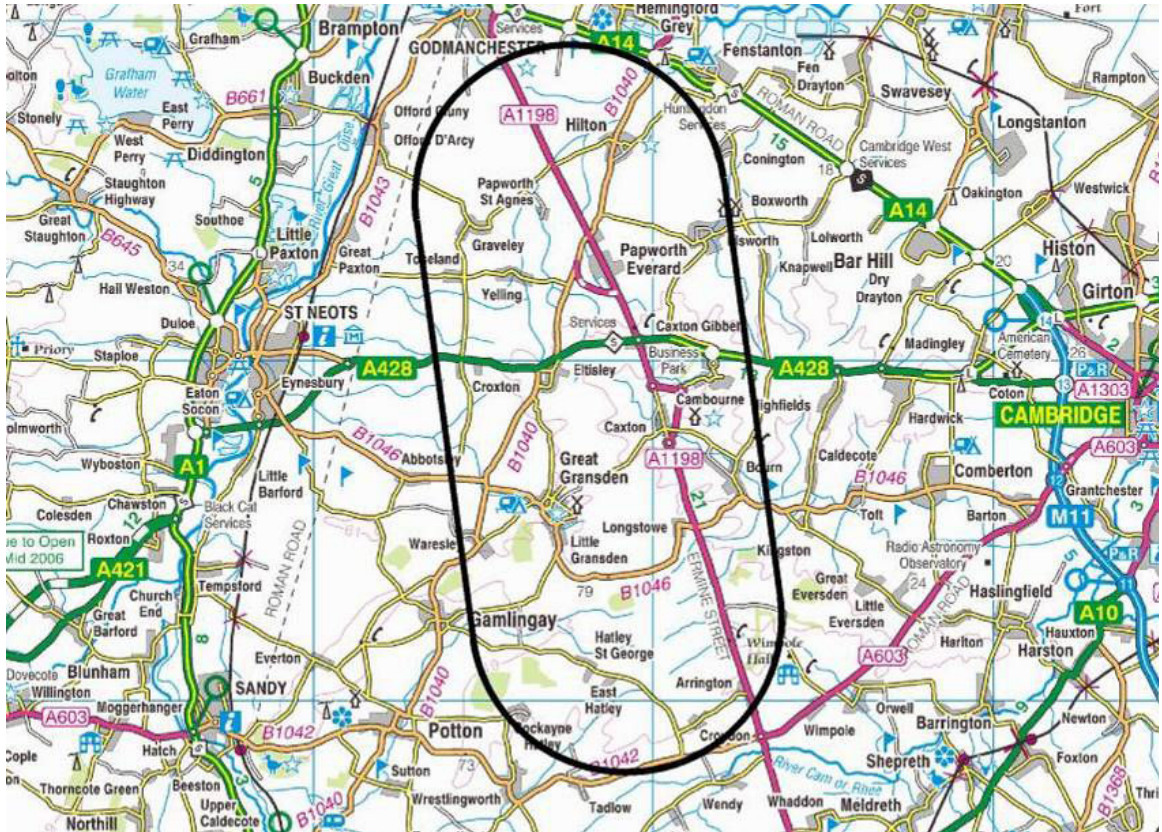
Existing Aircraft Hold Over Royston



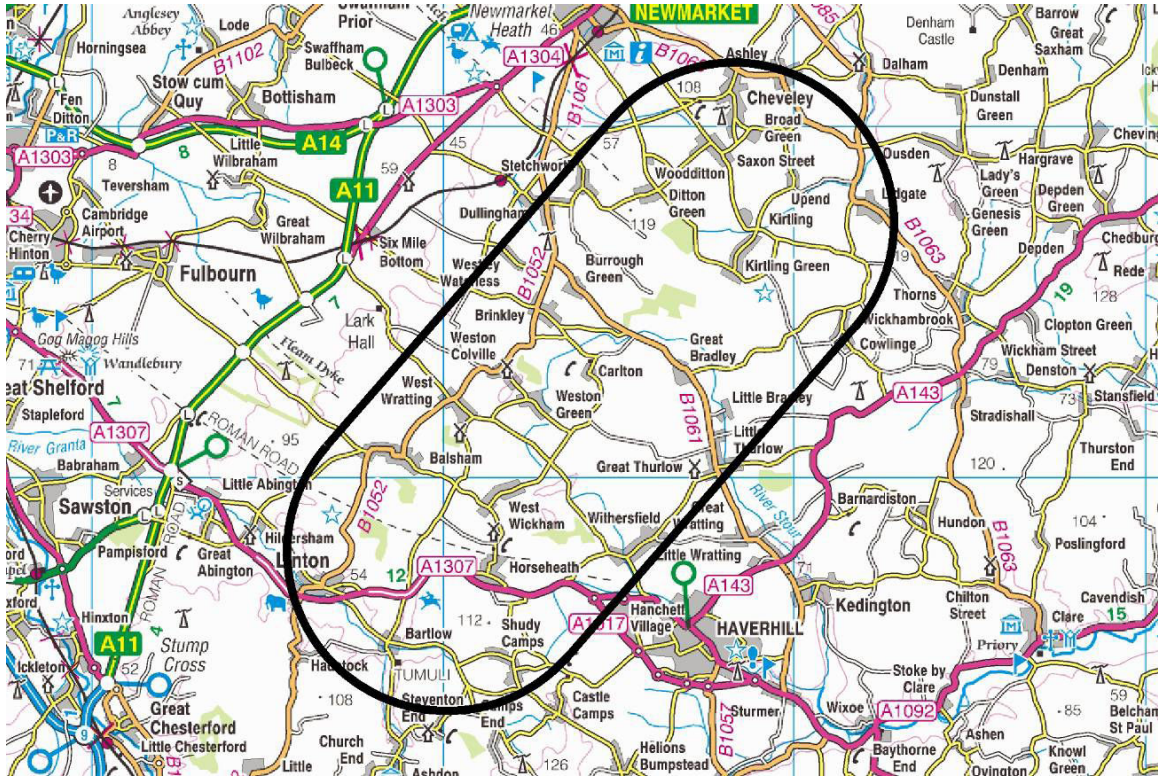
Existing Aircraft Hold Over Sudbury



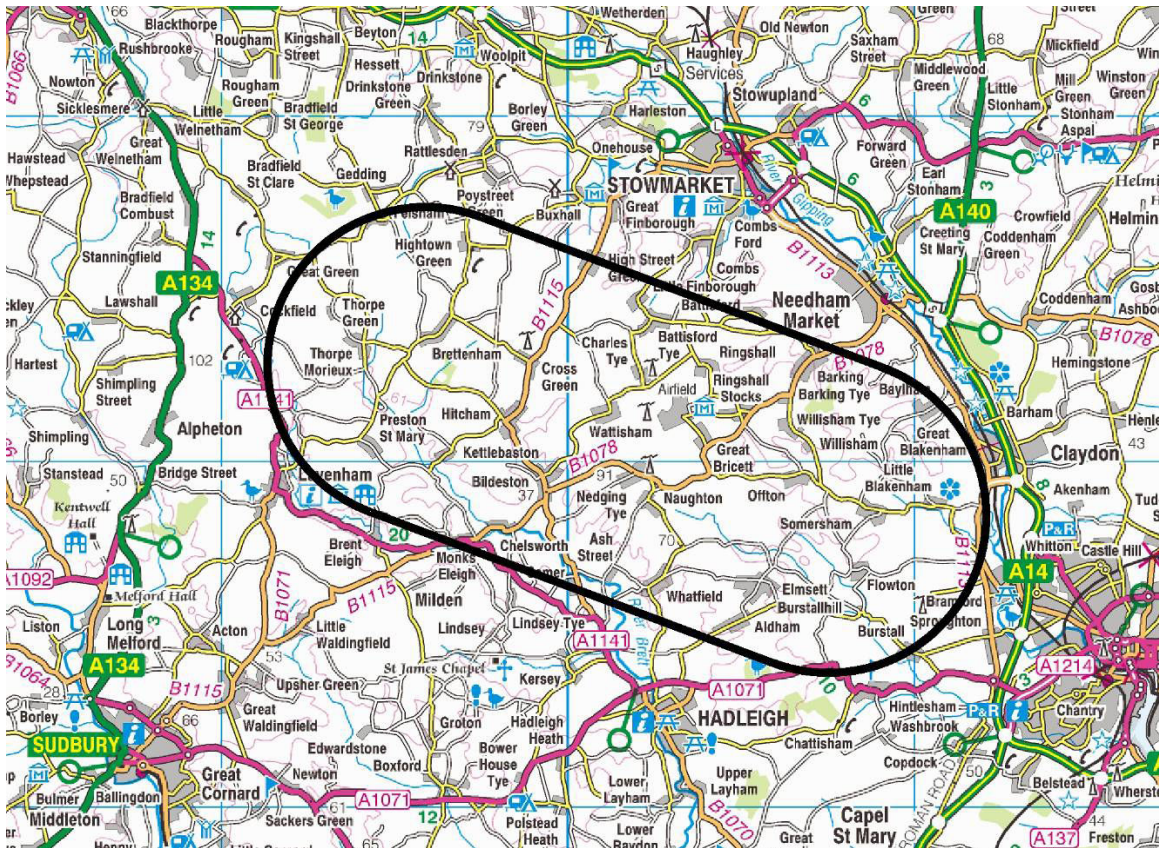
Position of the Proposed Luton Hold



Position of the Proposed Stansted West Hold



Position of the Proposed Stansted East Hold



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CABINET

15th May 2008

**Flexible Working: Remote Access Project: Authentication System:
Acceptance of Non-Lowest Quotation
(Report by the Head of Information Management)**

1. PURPOSE

- 1.1 The purpose of this report is to inform the Cabinet of a decision by the Director of Central Services following consultation with the Executive Councillor with responsibility for ICT to accept a non-lowest quotation. This was following the recommendation of the Head of Information Management. The process followed is set out in paragraph 11.4 (c) of the Code of Procurement.

2. SUPPORTING/BACKGROUND INFORMATION

- 2.1 As part of the Remote Access Project we need to procure a 2 factor authentication system. The system components comprise small electronic key ring fobs, corresponding user accounts / licenses and support.
- 2.2 The term 2 factor means the user identifies themselves not only by entering their standard network user name & password but also by entering a pass code which is radio transmitted (& frequently changed) to the key fob (which is unique to the user). This provides a high degree of security.
- 2.3 A number of companies were asked to quote for their solution (there are different ways of achieving the similar outcomes). The company Signify (a leading provider, is locally based and has many public and private clients) submitted a quote that equated to £9k for 1 year for the key fobs, licenses and support. This would total £21k over 3 years (the fobs last for 3 years). The Council received 4 quotes for other systems and approaches to achieve similar outcomes. The lowest price for these was £10k for 1 year. However, the direct costs were lower over 3 years (approximately £9k lower in total over 3 years).
- 2.4 The reasons that the Signify solution offers better overall value to the Council include:
- Signify provide an outsourced solution which the other suppliers do not. This means there is no additional server or software for IMD to purchase & maintain. IMD would need to provide limited support to users as this would be provided externally. The support is available 24x7 which would not be the case if IMD had to provide it. The value to the Council of this outsourced service over the 3 years in question would “bridge” the £9k difference in cost. The Council has also been offered very competitive pricing from Signify that is linked to their involvement in the national mobile working project for Local Authorities (NOMAD).

- The Council needs a solution deployed relatively quickly to support the roll out of the Remote Access Project - Signify gives us the best and lowest risk option to achieve this quick roll-out. This is because it requires little work by IMD being an outsourced solution.
- It is a proven solution which IMD has confidence will deliver the required outcomes – it therefore offers a low risk option.

3 RECOMMENDATION(S)

3.1 The Cabinet is requested to note the acceptance of a non-lowest quotation.

Background papers

Procurement documentation

Contact Officers:

Matt Hinton
Tel: 01480 388196

**Remote Access Technologies Project Manager/
Senior Business Analyst**

Chris Hall
Tel: 01480 388116

Head of Information Management

(CABINET

15TH MAY 2008

LOCAL AREA AGREEMENT FOR CAMBRIDGESHIRE (Report by the Head of Policy & Strategic Services)

1. INTRODUCTION

- 1.1 The purpose of this report is to provide an opportunity for the Cabinet to comment on the final draft (appended hereto) of a new Local Area Agreement (LAA) for Cambridgeshire prior to consideration of it by Cambridgeshire County Council's Cabinet and Cambridgeshire Together – the partnership Board established to oversee the development and implementation of the Agreement.

2. BACKGROUND

- 2.1 The new style of Local Area Agreements builds on previous initiatives which sought to establish arrangements for the delivery of national and local priorities. As with earlier arrangements the LAA is based on a County or Unitary authority geography, but unlike previous agreements, it assumes extensive partnership and new ways of working. The Council, in common with a number of organisations, now has a duty to participate in both the formulation of the LAA and in its implementation.
- 2.2 The LAA is seen as an important element of a new national performance framework which consists of —
- ◆ a set of 198 National Performance Indicators (NPIs) covering national priorities;
 - ◆ a Comprehensive Area Assessment to replace the Comprehensive Performance Assessment, which will be an evaluation on the relative performance of service providers working in partnership for the benefit of the (County) area as a whole; and
 - ◆ an enhanced role for Local Strategic Partnerships.
- 2.3 In terms of the formal agreement the LAA consists of a number of indicators – up to 35 taken from the set of 198 national indicators, together with a further 16 indicators relating to educational attainment. For each indicator there will be a three year trajectory of targets to stretch performance. The indicators selected were intended to represent areas where there was a need to secure improvement. In addition there is scope to include local indicators and targets in the Agreement.
- 2.4 To negotiate the new LAA, partners locally have developed the 'Cambridgeshire Vision' based on the five Sustainable Community Strategies for each District in the County. This provides a long term plan for the county while the LAA represents a short term (three year) delivery plan. As such there will be a close correlation among

the local Sustainable Community Strategies, the Cambridgeshire Vision, the LAA and the delivery or action plans for those strategies

- 2.5 A schedule of 35 improvement indicators and 5 local indicators was agreed by Cambridgeshire Together in March 2008 for the purposes of negotiation. Since that time work has focused on developing suitable targets in negotiation with Government, although this has been constrained as some of the definitions for the indicators only recently became available and some have been delayed until 2009/10. As a result, some of the original indicators were not considered to be suitable for inclusion in the Agreement. For others the first year of the agreement will be used to establish the baseline and targets will be set for the succeeding two years. For many of the indicators in the draft agreement there is interdependency with other indicators from the overall set of indicators. Achievement of the targets in the LAA will therefore necessitate the achievement of a broader group of targets which will involve a wide range of partners working independently and collectively.
- 2.6 The attached table shows the status of the negotiations on the indicators/targets as at 9th May 2008. The deadline for agreeing the targets is the end of May. While commendable progress has been made across the piece, there are still some areas which require more detailed negotiation. An update on developments in these areas will be available at the meeting.
- 2.7 As with similar partnership arrangements and plans the scope for recommending significant changes at this stage is likely to be limited. However, both the County Council Cabinet and Cambridgeshire Together, which are required to formally sign-off the LAA, have invited partner organisations to comment on the draft agreement prior to their deliberations.

3. OTHER ISSUES

- 3.1 As well as the formal agreement containing the indicators and targets, there are a number of other issues which will need to be addressed in the coming months as part of the implementation of the LAA, including –
- ◆ performance management arrangements which integrate with those of partner organisations and the monitoring of achievement against the sustainable community strategies;
 - ◆ the suitability of County-wide and local partnerships and the governance arrangements required to secure the achievement of the agreement;
 - ◆ financial arrangements around assumptions that both mainstream funding and specific grants will be required to achieve the National Indicators set generally and specifically the indicators selected in the LAA; and

- ◆ disaggregating targets to a local level and identifying and monitoring intervention and other arrangements that will help to achieve the LAA.

4. RECOMMENDATION

- 4.1 The Cabinet are invited to comment on the indicators and proposed targets which form the basis of the new Local Area Agreement for Cambridgeshire.

BACKGROUND INFORMATION

Cambridgeshire Vision

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Priority Area	Indicator(s)	Baseline	Lead Officer	LAA Improvement Target			Comments
				08/09	09/10	10/11	
Managing Growth	NI 154 – Net additional homes provided GREEN	3,451	Alex Plant Cambridgeshire Horizons	3,870	3,870	3,870	Potential impact of market conditions on indicators have been acknowledged; there will be an opportunity to review targets for years 2 and 3 if we have intelligence of changing circumstances)
	NI 155 – Number of affordable homes delivered (gross) GREEN	17% (3 year average over previous three years)	Alex Plant Cambridgeshire Horizons	23% (890)	25% (968)	27% (1045)	
	NI 198 – Children travelling to school (mode of travel used) GREEN	2006/07 23.75% by car	Brian Smith Cambridgeshire County Council	22%	21%	20%	
Economic Prosperity	NI 152 - Working age people on out of work benefits (Fenland only) GREEN	12.1%	Mark Green Job Centre Plus (Economic Development and Enterprise Forum)	0.25% reduction from baseline	0.50% reduction from baseline	1% reduction from baseline	
	NI 163 – Working age population qualified to at least level 2 or higher YELLOW	2006 73%	Sue Churchill Learning and Skills Council (Economic Development and Enterprise Forum)	74%	75%	76%	Negotiation on going Awaiting comments from Go East
	NI 182 – Satisfaction of businesses with local authority regulation services GREEN	To be established in year one	Leon Livermore Cambridgeshire County Council (Cambridgeshire Regulators Forum)	Establish baseline	tbc	tbc	We will deliver a measurable improvement in the performance and this will be agreed with BERR/Go-East during the LAA refresh process, in the autumn 08.

Priority Area	Indicator(s)	Baseline	Lead Officer	LAA Improvement Target			Comments
				08/09	09/10	10/11	
Environmental Sustainability	NI 177 – Local bus passenger journeys GREEN	2006/07 20.15m	Mark Kemp Cambridgeshire County Council	20.85m	21.8m	22.5m	
	NI 186 - Per capita CO2 emission in the LA area YELLOW	tbc	Julia Barrett Cambridgeshire County Council (Climate Change Partnership)	tbc	tbc	tbc	Negotiations on going Local lead providing information to Go East on potential baseline and targets based on recent information released by Defra
	NI 188 – Adapting to climate change YELLOW	Level 0 (overall county assessment – average of individual authorities)	Barbara Wilcox Cambridgeshire County Council (Climate Change Partnership)	Level 1	Level 2	Level 3	Negotiations on going <u>Targets noted are only tentative</u> - Further work /discussions taking place to develop suitable baseline and targets
Equality & Inclusion	NI 197 – Improved local biodiversity YELLOW	2007 138 sites	Barbara Wilcox Cambridgeshire County Council (Biodiversity Partnership)	155	160	165	Negotiations on going <u>Targets noted are only tentative</u> - Further work / discussions taking place to develop suitable baseline and targets
	NI 110 – Young people's participation in positive activities GRAY		Tom Jefford Cambridgeshire County Council (CYPSP)				Target setting deferred by agreement with GO East to year 2
	NI 111 – First time entrants to the Youth Justice System GRAY		Tom Jefford Cambridgeshire County Council (CYPSP)				Target setting deferred by agreement with GO East to year 2
	NI 112 – Under 18 conception rate GREEN	2006 -16.2%	Tom Jefford Cambridgeshire County Council (CYPSP)	-30.6%	-37.7%	-45%	

Priority Area	Indicator(s)	Baseline	Lead Officer	LAA Improvement Target			Comments
				08/09	09/10	10/11	
Equality & Inclusion	NI 51 - Effectiveness of child and adolescent mental health services GREEN	2007/08 12	Elaine Petch Cambridgeshire County Council (CYPSP)	12	tbc	tbc	Maximum score of 16 available on current NI 51 – this is an interim PI for 08/09 only according to guidance.
	NI 54 – Services for disabled children GRAY		Elaine Petch Cambridgeshire County Council (CYPSP)				Target setting deferred by agreement with GO East to year 2
	NI 56 - Obesity among primary school children in year 6 YELLOW	2007 tbc	Val Thomas Primary Care Trust (Health & Well Being Partnership – HWBP)	16.3%	16.6%	16.2%	Negotiations on going
	NI 70 – Hospital admissions caused by unintentional and deliberate injuries to children and young people YELLOW	92 per 10k population	Adrian Loades Cambridgeshire County Council (CYPSP)	89.7 per 10K population	86.5 per 10k population	83.4 per 10k population	Negotiations on going
	NI 120 – All age all cause mortality in the 20% most deprived areas in Cambridgeshire GREEN	Males 2005 (2004/06) 756.5 Females 2005 (2004/06) 554.4	Liz Robin Primary Care Trust (HWBP)	Males 707 Females 523	Males 686 Females 510	Males 667 Females 498	
	NI 123 - 16+ current smoking prevalence GREEN	2007/08 est 2837 (4 week quitters)	Val Thomas Primary Care Trust (HWBP)	3496	3800	3850	
	NI 125 – Achieving independence for older people through rehabilitation / intermediate care GREEN	To be established in 08/09	Vinny Logan Primary Care Trust (Cambridgeshire Care Partnership - CCP)	Establish baseline	tbc	tbc	

Priority Area	Indicator(s)	Baseline	Lead Officer	LAA Improvement Target			Comments	
				08/09	09/10	10/11		
Equality & Inclusion	NI 131 – Delayed transfers of care from hospital YELLOW	43 acute only (provisional)	Vinny Logan Primary Care Trust (Cambridgeshire Care Partnership - CCP)	10.2	9.5	8.9	Negotiations on going Work looking at UNIFY2 to understand performance for acute & non-acute to inform the targets	
	NI 135 – Carers receiving needs assessment or review & a specific carers service, or advice and information YELLOW	12 (provisional)	Mark Howe Cambridgeshire County Council (CCP)	15	18	20	Negotiations on going Awaiting response from DoH	
	NI 136 – People supported to live independently through social services YELLOW	3,288	Claire Bruin Cambridgeshire County Council (CCP)	3,388	3,488	3,588	Negotiations on going Awaiting response from Go East	
	NI 141 – Number of vulnerable people achieving independent living YELLOW	62.2%	Jane Mansfield Cambridgeshire County Council (CCP)	65%	67.5%	70%	Negotiations on going	
	NI 148 – Care leavers in EET GREEN	2006/07 57.1%	Elaine Petch Cambridgeshire County Council (CYPSP)	65%	69%	73%		
	NI 1 - % of people who believe people from different backgrounds get on well together GREEN	To be established in 08/09	Stephen Moir and Mike Davey Cambridgeshire County Council	Establish baseline	tbc	4% point increase from baseline	Place Survey	
	NI 4 - % of people who feel they can influence decisions in their locality GREEN	To be established in 08/09	Mike Parsons Cambridgeshire County Council	Establish baseline	tbc	4% point increase from baseline	Place Survey	
	Safer & Stronger Communities							

Priority Area	Indicator(s)	Baseline	Lead Officer	LAA Improvement Target			Comments
				08/09	09/10	10/11	
Safer & Stronger Communities	NI 7 – Environment for a thriving third sector GREEN	To be established in 08/09	Steve Vartoukian Cambridgeshire County Council	Establish baseline	tbc	tbc	Meaningful increase between 2008 and 2010 surveys – cannot set a numerical target until a baseline is available
	NI 8 – Adult participation in sport GREEN	2005/06 22%	Simon Fairhall Living Sport	1% increase	1.5% increase	1.5% increase	
	NI 15 – Serious violent crime rate YELLOW	2007 118 offences	Julie Spence Cambridgeshire Constabulary (CSSG)	tbc	tbc	tbc	Negotiations on going
	NI 16 – Serious acquisitive crime rate YELLOW	2007 7,390	Julie Spence Cambridgeshire Constabulary (CSSG)	tbc	tbc	tbc	Negotiations on going
	NI 17 – Perceptions of antisocial behaviour GREEN	To be established in 08/09	Mike Parsons Cambridgeshire County Council (CSSG)	Establish baseline	tbc	4% point increase from baseline	Place Survey
	NI 32 – Repeat incidents of domestic violence GRAY		Mike Davey Cambridgeshire County Council (Domestic Violence Forum)				Target setting deferred by agreement with GO East to year 2
	NI 47 – People killed or injured in road traffic accidents YELLOW	2007 418	Mark Kemp Cambridgeshire County Council (Road Safety Partnership)	415	400	380	Negotiations on going

Priority Area	Indicator(s)	Baseline	Lead Officer	LAA Improvement Target	
				08/09 (07/08 school year)	09/10 (08/09 school year)
Educational Attainment (Economic Prosperity & Equality and Inclusion)	NI 72 – Achievement of at least 78 points across the Early Years Foundation Stage with at least 6 in each of the scales in Personal Social and Emotional Development and Communication, Language and Literacy	2007 58%	Helen Whiter Cambridgeshire County Council	62%	62%
	NI 73 – Achievement at level 4 or above in both English and Maths at Key Stage 2 (Threshold)	2007 74%	Helen Whiter Cambridgeshire County Council		80%
	NI 74 – Achievement at level 5 or above in both English and Maths at Key Stage 3 (Threshold)	2007 72%	Helen Whiter Cambridgeshire County Council		80%
	NI 75 – Achievement of 5 or more A*-C grades at GCSE or equivalent including English and Maths (Threshold)	2007 49.2%	Helen Whiter Cambridgeshire County Council		61%
	NI 83 – Achievement at level 5 or above in Science at Key Stage	2007 79%	Helen Whiter Cambridgeshire County Council	83%	85%
	NI 87 – Secondary school persistent absence rate	2007 6.6%	Helen Whiter Cambridgeshire County Council	5.7%	
	NI 92 – Narrowing the gap between the lowest achieving 20% in the Early Years Foundation Stage Profile and the rest	2007 31%	Helen Whiter Cambridgeshire County Council	28%	27%
	NI 93 – Progression by 2 levels in English between Key Stage 1 and Key Stage 2	2007 84.1%	Helen Whiter Cambridgeshire County Council		92%
	NI 94 – Progression by 2 levels in Maths between Key Stage 1 and Key Stage 2	2007 76.8%	Helen Whiter Cambridgeshire County Council		90%

Priority Area	Indicator(s)	Baseline	Lead Officer	LAA Improvement Target	
				08/09 (07/08 school year)	09/10 (08/09 school year)
Educational Attainment (Economic Prosperity & Equality and Inclusion)	NI 95 – Progression by 2 levels in English between key stage 2 and key stage 3	Not provided by DCSF	Helen Whiter Cambridgeshire County Council		43%
	NI 96 – Progression by 2 levels in Maths between key stage 2 and key stage 3	Not provided by DCSF	Helen Whiter Cambridgeshire County Council		73%
	NI 97 – Progression by 2 levels in English between key stage 3 and key stage 4	2007 56.7%	Helen Whiter Cambridgeshire County Council		68%
	NI 98 – Progression by 2 levels in Maths between key stage 3 and key stage 4	2007 27.8%	Helen Whiter Cambridgeshire County Council		37%
	NI 99 – Looked after children reaching level 4 in English at Key Stage 2	2007 50%	Helen Whiter Cambridgeshire County Council	40.7%	61.5%
	NI 100 - Looked after children reaching level 4 in Maths at Key Stage 2	2007 66.7%	Helen Whiter Cambridgeshire County Council	40.7%	53.8%
	NI 101 – Looked after children achieving 5 A*-C GCSEs (or equivalent) at Key Stage 4 (including English and Maths)	Not provided by DCSF	Helen Whiter Cambridgeshire County Council	7.4%	24.1%

Priority Area	Local Indicator(s)	Baseline	Lead Officer	LAA Improvement Target			Comments
				08/09	09/10	10/11	
Managing Growth	NI 159 - Supply of ready to develop housing sites BLUE	tbc	Alex Plant Cambridgeshire Horizons	tbc	tbc	10/11 tbc	
	NI 5 – Overall / general satisfaction with the local area BLUE	To be established in 08/09	Mark Lloyd Cambridgeshire County Council	Establish baseline	tbc	4% point increase from baseline	Place Survey
Economic Prosperity	NI 172 - % of businesses showing growth BLUE	To be established in 08/09	Business Link (Economic Development and Enterprise Forum)	Establish baseline	tbc	tbc	Target setting deferred by agreement with GO East, pending availability of new data sets When data is available partners will consider negotiating a key improvement target and including this indicator as one of the 35 in the annual refresh
	NI 69 – Children who have experienced bullying BLUE	To be established in 08/09	Adrian Loades Cambridgeshire County Council (CYPSP)	Establish baseline	2% reduction from baseline	2% reduction from baseline	
Safer & Stronger Communities	NI 115 – Substance misuse by young people BLUE	To be established in 08/09	Tom Jefford Cambridgeshire County Council (DAAT)	Establish baseline	tbc	tbc	The defined range in the national indicator is too narrow covering ages 10 to 15. Partners desire reporting up to 18 but if local target is defined within this age range a way to measure and report performance must be determined

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CABINET

15TH MAY 2008

THE COUNCIL'S CONSTITUTION: SCHEME OF DELEGATION AND MONITORING OFFICER: INTERIM ARRANGEMENTS

(Report by the Head of Administration)

1. INTRODUCTION

- 1.1 The purpose of this report is to invite Council and the Cabinet to consider interim arrangements relating to the Council's Scheme of Delegation and the designation of a Monitoring Officer following the impending retirement of the Director of Central Services.

2. BACKGROUND

- 2.1 The Scheme of Delegation comprises part of the Council's Constitution and consists of a schedule of executive and other powers delegated to Officers by the Council, by Cabinet and by various Panels and Committees, often after consultation with an Executive Councillor or a Panel/Committee Chairman. This report is concerned solely with those powers delegated to the Director of Central Services.
- 2.2 Following the retirement of the present incumbent, the Council and Cabinet are invited to consider appropriate interim arrangements in the event that powers delegated to the Director need to be exercised. Similarly, interim arrangements will need to be made to designate a Monitoring Officer, an appointment currently held by the Director.

3. PROPOSALS

- 3.1 Bearing in mind that the issue in any event will be time-limited by any appointment process and having regard to the relationships of Directors and Heads of Service in other instruments of governance, it is felt that the issue of delegation could be dealt with most conveniently as an interim measure by substituting the Chief Executive for the Director of Central Services wherever the latter term appears or is suggested in the Delegation Scheme. The interim measure should also cover specific delegations to the Director which may not yet have been exercised.
- 3.2 Insofar as the Monitoring Officer issue is concerned, the law prohibits the Head of Paid Service (the Chief Executive) from acting in that capacity. In those circumstances, it is suggested that as an interim measure, the Head of Legal & Estates, who currently is the Deputy Monitoring Officer, is designated as Monitoring Officer.

4. CONCLUSIONS

4.1 Interim arrangements are required —

- (i) to facilitate the discharge of responsibilities delegated to the Director of Central Services pending a decision on and appointment of a successor; and
- (ii) to designate an Officer to act as Monitoring Officer on behalf of the Council.

4.2 The most convenient way of addressing the matter of delegation in the interregnum would be via the appointment of the Chief Executive for the purposes of the Scheme of Delegation and the designation of the Head of Legal & Estates as Monitoring Officer.

5. RECOMMENDATIONS

5.1 Accordingly the Council and Cabinet are —

RECOMMENDED

with effect from 27th June 2008 and pending a decision on and the recruitment of a new Director, to authorise the Chief Executive be authorised to undertake the executive and other powers delegated to the Director of Central Services by virtue of the Scheme of Delegation and otherwise.

5.2 Council is also —

RECOMMENDED

to designate the Head of Legal & Estates as interim Monitoring Officer with effect from 27th June 2008.

BACKGROUND INFORMATION:

The Council's Constitution

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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