

**To: All Members of the County Council
All Chief Officers**

**From COUNTY SECRETARY'S
DEPARTMENT**

Ask for David Roberts
Ext. 5562
Minicom 6611
My Ref DR
Your Ref.

**CABINET
29 JANUARY 2001**

MINUTES

ATTENDANCE

MEMBERS OF THE CABINET

D A Ashley, D Beatty, R J M Ellis (Chairman), K F Emsall, G D Game,
M H T Janes, J M Pitman, J E Price, A M R Searing, I E M Tarry

Upon consideration of the agenda for the Cabinet meeting on 29 January 2001 as circulated, copy annexed, action was taken or decisions were reached on individual items as recorded below:

MINUTES

The minutes of the meeting of the Cabinet held on 18 December 2000 were confirmed as a correct record.

1 HIGHWAYS SERVICE PROCUREMENT

Agreed the following proposal to the Executive Committee for decision:

1. That the key concepts described in the accompanying report form the basis for developing the next generation of highways service procurement to be effective from October 2002 onwards.
2. That the Executive member for the Environment form a small member panel to oversee the development of the concept and detailing of the associated contract.

3. That the Director of the Environment be instructed to publish a notice in the European Journal inviting expressions of interest from potential partners during February/March 2001 prior to initiating a formal tender process from selected applicants.

2 DEVELOPMENT IN HERTFORDSHIRE – RAISING THE QUALITY

Agreed the following proposal to the Executive Committee for decision:

- 1 That the Director of Environment develops Guidance, in partnership with the district/borough councils and other stakeholders, which seeks to secure high quality development in Hertfordshire both in terms of design and environmental performance.
- 2 That, following the preparation of the Guidance, the Director of Environment brings forward recommendations for implementation through the Structure Plan Alteration process and if appropriate detailed countywide Supplementary Planning Guidance.
- 3 That in the interim:
 - (a) The Director of Environment encourages District Councils to incorporate the sustainability checklist shown in Appendix 2 into their Local Plans.
 - (b) The County Council adopts the Masterplanning Principles for the development West of the A1(M) as Supplementary Planning Guidance to the Structure Plan, but in doing so stresses to any potential developer the need to meet or better the Principles and for them to set detailed targets to secure high quality design and environmental performance.
 - (c) In adopting the Principles it be noted that this is without prejudice to the outcome of the review of the current Structure Plan, based upon revised urban capacity studies carried out in line with PPG3 and in the context of RPG9.
 - (d) The Director of Environment be authorised to commission the Building Research Establishment, or similar expert organisation, to scrutinise development proposals at this and other similar locations for sustainability performance (energy consumption, water use, waste etc.) both during construction and long term use.

3 NEW REGIONAL PLANNING GUIDANCE FOR THE SOUTH EAST (RPG9), AND GOVERNMENT CONSULTATION ON REGIONAL HOUSING DISTRIBUTION

Agreed the following proposal to the Executive Committee for decision:

- 1) That the Director of Environment responds to the Government on the housing distribution consultation set out in the Draft Revised Regional Planning Guidance for the South East in accordance with the response suggested by the Structure Plan Panel, but in doing so:
 - a) urges the Government to reduce the annual average additional dwelling rate to 33,000 per annum as put forward by SERPLAN;
 - b) emphasises more strongly the County Council's concern that the Government has failed to accommodate the County Council's comments on draft RPG9, and
 - c) seeks specific Government reassurance that any failure to achieve the provisional regional indicator for affordable housing will result in a reduction in the overall dwelling requirement.
- 2) That the Director of Environment liaises with other strategic planning authorities to secure support for the County Council's response.
- 3) That the Director of Environment finalises the County Council's response in consultation with the Executive Member for Environment and the Chairman of the Structure Plan Panel.

4 REVIEW OF THE FUTURE MANAGEMENT OF THE PUBLIC RIGHTS OF WAY NETWORK

Agreed the following proposal to the Executive Committee for decision:

1. That from 1 April 2001 the suggested approach be a single objective supported by 3 key principles, to inform and guide its future management and investment in the Rights of Way Network, supported by the Statement of Policies and Good Practice Guide
2. That from 1 April 2001 the Hertfordshire Statement of Policies replace all other policies that have been previously agreed by the County Council.
3. That from 1 April 2001 the Hertfordshire Good Practice Guide be used by the County Council to provide the operational procedures that will normally be applied to the management of the Network for which it is currently directly responsible.

4. That the County Council discusses the implications of applying the amended policy and management approach with the Borough Council Agencies and Partnerships with a view to their wider implementation from April 2002.
5. That a Countryside Access Strategy be produced, following consultation with appropriate organisations and interested parties, for adoption by the County Council in Spring 2003.
6. That the full implications and impact of the Countryside and Rights of Way Act 2000 on County Council services be reported to Cabinet in order to inform service provision during 2001/02 and budget allocations for 2002/03.

5 REVIEW OF TREASURY MANAGEMENT STRATEGY

Agreed the following proposal to the Executive Committee for decision:

That the proposed Treasury Management Strategy for 2001/02 be agreed.

6 NURSERY PROVISION AT OXHEY

Agreed the following proposal to the Executive Committee for decision:

- (a) That the Director of Education be authorised :
 - (i) to implement the consolidation of Oxhey Nursery School on to the Eastbury Road site
 - (ii) to publish statutory notices for the establishment of nursery classes at Sacred Heart and St Meryl schools on 8 February 2001
- (b) That the Director of Education be authorised:
 - (i) if the proposals in recommendation (1) above are not the subject of objections and do not otherwise require the approval of the School Organisation Committee, to give final approval to the proposal:
 - (ii) if the proposal is the subject of objections(s) or otherwise require the approval of the School Organisation Committee, to transmit the proposals, with his comments, to the School Organisation Committee for determination
- (c) That, subject to formal approval being obtained to the proposal published in the light of recommendation (a) above, the Director of Education be authorised to declare the Oaklands Avenue site of Oxhey Nursery School surplus to requirements.

**7 PROPOSED CLOSURE OF NEVELLS ROAD NURSERY,
LETCHWORTH**

Agreed the following proposal to the Executive Committee for decision:

1. That the Director of Education be authorised to publish statutory notices for the closure of Nevells Road Nursery School on 31 December 2001;
2. That the Director of Education be authorised:
 - (i) if the proposals in recommendation (1) above are not the subject of objections and do not otherwise require the approval of the School Organisation Committee, to give final approval to the proposal;
 - (ii) if the proposal is the subject of objection(s) or otherwise require the approval of the School Organisation Committee, to transmit the proposals, with his comments, to the School Organisation Committee for determination;
3. That, subject to formal approval being obtained to the proposal published in the light of recommendation (1) above, the Director of Education be authorised to the declare the site of Nevells Road Nursery School surplus to requirements.

8 SCHOOL FUNDING ARRANGEMENTS 2001/2002

Agreed the following proposal to the Executive Committee for decision:

The Cabinet notes the uncertainties concerning the availability of growth in the schools' delegated budget for 2001/02, in particular the current speculation about the teachers' pay award. The availability of growth for schools will be considered by the County Council on 15 February 2001.

Subject to the availability of growth in school budgets the Cabinet proposes:

- (a) an economic deprivation factor should be introduced for nursery schools, using free school meal entitlement data for the two primary schools to which the majority of children normally transfer, funded at the level for nursery pupils in primary schools i.e. £107 for each entitlement. The new factor will be funded from the current SEN budget: the introduction of the new factor will not reduce the delegated budgets of nursery schools.
- (b) primary, secondary and nursery schools with more than twice the Hertfordshire sector (primary or secondary) average proportion of pupils entitled to free school meals should receive additional funding for economic deprivation, doubling the basic values per entitled pupil to £215 for nursery age children, £428 for primary age children and £246 for secondary age children.
- (c) a casual admissions factor should be introduced to provide additional

funding to a small number of schools with very high levels of pupil mobility. The threshold should be set so that approximately 30 (5%) schools would benefit from the new factor, and that sums of approximately £2,000 and £10,000 would be allocated to the qualifying primary and secondary schools respectively reflecting the level of casual admissions at individual schools.

- (d) a factor be introduced into the formulae for primary, secondary and nursery schools allocating £600 per annum for each pupil in public care. The data for these allocations would be extracted from the authority's database on Form 7 day.
- (e) the formula for nursery, primary and secondary schools should be amended to increase 'per pupil' allocations (AWPUs) in relation to ICT by £4.77 for nursery age children, by £9.55 for primary age pupils and by £6.65 for secondary age pupils.
- (f) the funding formula for nursery and primary schools be amended to increase non-contact time for deputy headteachers and curriculum co-ordinators, by increasing age weighted pupil units (AWPUs) by approximately £11.85 for nursery age pupils and £20.96 for other primary age pupils.
- (g) the age weighted pupil units (AWPUs) for students aged 16 should be increased by £207.76 to assist in maintaining teaching time per subject in year 12, and to recognise the additional costs of implementing Curriculum 2000 identified in the survey, and for students aged 17+ should be increased by £47.18 to recognise additional teaching costs.
- (h) to introduce 'small school payments' into the special school formula and to remove funding in relation to the empty places for day provision as set out on pages 12 and 13 of the consultation document.
- (i) residential special schools should retain the income from paid school meals, and pay this income into the school's bank account. In order to recover the money that would otherwise have accrued to the County Council, the value of each day place will be reduced by approximately £55.
- (j) The following factor should be introduced into the formula for the distribution of funding to special schools according to floor area.

Age of school, years	Weighting factor
0-5	0
6-10	0.25
11-15	0.5
16-20	0.75
more than 20	1.00

The factor would be applied according to the age of the major part of the school building. The cash sum released by the introduction of the weighting

factor would be used to increase the value of allocations to special schools according to floor area.

- (k) to delegate funding for SEN units on the basis of the formula in the following table,

Unit/base type	Funding per planned place £	Supplementary funding per place, for London Weighting £	Funding per pupil £
Partial Hearing Units	7,398	173	78
Speech and Language Units	5,474	137	78
Autism bases	13,319	308	78

- (l) to delegate responsibility and funding to secure property and liability insurance to all schools using the formula currently applied for schools electing delegation, but with the property insurance funding values updated in the light of savings recently achieved in the tender process for the County's policies.
- (m) to delegate responsibility and funding for school meals and kitchen maintenance to primary and special day schools from April 2002.

	Annual allocation for provision of a free meal daily £	Per school £	Per kitchen £
Primary Schools	230	202	1,174
Special Day Schools			
Secondary	254	202	1,174
Primary	230	202	1,174
All Age	243	202	1,174

Since the income from paid meals will accrue to the school's delegated budget, the value of the age weighted pupil unit (or, in special day schools, the place funding) for all pupils will be reduced as follows:

Primary	£1.20	reduction in AWPU's for reception to year 6
Special Day	£1.20	average reduction in day school weighted place values

- (n) to change the annual allocation for provision of a free meal daily in primary and secondary schools to:
- | | |
|--------------------------|------|
| For primary age pupils | £230 |
| For secondary age pupils | £254 |
- (o) to introduce the following simplified formula for funding the London Fringe allowances for primary and secondary schools, except those within the North Herts District and Stevenage Borough Council areas.

School type	Lump sum payment	Per pupil allocation
Primary	£737	£23.80
Middle	£3,624	£25.70
Secondary	£3,582	£36.70

- (p) to simplify the formula for EBD units to the following:

Allocation per planned place	£7,509
Allocation per pupil (Form 7 actual)	£78
Supplementary allocation per planned place except schools within the North Herts District and Stevenage Borough Council areas	£166

- (q) to amend the formula so that schools experiencing a reduction in individual budget share between one year and the next receive an allocation to limit this reduction to 3% in cash terms. The list of exclusions applying to the calculation of the threshold would be extended to include changes in funding between years relating to rationalisation and reorganisation.
- (r) to establish a funding factor for brand new primary schools as proposed on pages 28 and 29 of the consultation document.
- (s) to amend the definition of split site in the secondary sector to ‘a school with its main teaching sites (excluding sports facilities) separated by more than 0.5 miles, by the shortest road route measured from the main vehicle entrance’.
- (t) subject to the approval of the Secretary of State, to amend the Scheme for Financing Schools as proposed on pages 31 - 33 of the consultation document.

9 REVISION OF THE EDUCATION POLICY AND GUIDELINES ‘DEALING WITH RACIAL HARASSMENT’ – A GUIDE FOR SCHOOLS

Agreed the following proposal to the Executive Committee for decision:
That the final guidelines be agreed for publication.

10 EDUCATION OF CHILDREN IN PUBLIC CARE

Agreed the following proposal to the Executive Committee for decision:

The draft policy be adopted and implemented in accordance with the implementation plan.

11 COUNTY COUNCIL RESOURCE BUDGET 2001/2002 – 2004/2005

Agreed the following proposal to the County Council for decision:

- (1) That the revenue budget for 2001/02 set out below be agreed, subject to the remaining uncertainties, which reflects Cabinet proposals already made and suggested items put forward by the Resources Select Committee, the final figures for the tax base and collection fund surplus and makes provision for the possibility that the council will lose £1 million Revenue Support Grant offset in part by the use of £0.6M Social Services Grants; and that condition-related spending in the total Education Resource budget be increased by another £724,000 to reflect the net increase in DfEE grant support for condition works; and that officers are instructed to include these changes in the report to County Council.

	2001/02 Revenue Budget
	£m
Adult Care Services	134.257
Children, Schools and Families	549.311
Community Information	17.161
Corporate Services	10.878
Environment	68.629
Protection	
Fire and Rescue	24.222
Fire Pensions	4.459
Coroners	0.664
Emergency Planning	0.223
Registration	0.577
Trading Standards	1.944
Protection Subtotal	32.089
Central Items	25.601
Contribution to Capital Programme	1.620
	839.546
Use of Reserves	(2.900)
Capitalisation of Annual Provisions	(3.300)
Council Tax Benefit	1.852
Budget for Council Tax Purposes	835.198

- (2) That the capital programme as set out below be agreed.

TOTAL CAPITAL PROGRAMME
(includes funding from all sources but excluding annual provisions)

	2001/02	2002/03	2003/04
	£m	£m	£m
Adult Care Services	2.375	0.885	0.450
Children, Schools and Families	31.920	26.215	27.523
Community Information	0.628	0.377	1.237
Corporate Services	2.284	1.328	0.210
Environment	26.346	25.335	23.701
Protection	2.425	3.804	0.299
As yet unallocated	0.000	1.500	2.500
TOTAL	65.978	59.444	55.920

- (3) That to support the expenditure proposals, a council tax increase of 6.0% and a withdrawal of £2.9 million from reserves be agreed.
- (4) That the remaining uncertainties be given further consideration at the County Council meeting on 15th February in the supplementary report to be prepared by the Finance Director.
- (5) That the provision for 2001/02 pay awards be made at 3.0% and delegated to service committees when the awards are known and that teachers' pay be contained within the proposed Children, Schools and Families budget.
- (6) That the Finance Director be authorised to borrow on behalf of the County Council for the year ending 31 March 2002 such amounts as are required to meet approved capital expenditure within the limits of the basic and supplementary credit approvals received; the amounts to be borrowed for periods which will not result in the overall borrowing limit of £150 million being exceeded, and of which no more than £70 million shall be short term and 30% with variable interest rate terms.
- (7) That vehicles and equipment up to a value of £3.5 million be purchased by the County Council in the year ending 31 March 2002, the total cost of which to be financed by entering into operating lease agreements as defined by Regulation 20 of the Local Authorities (Capital Finance) Regulations 1997, with the County Council acting as lessee.

12 BEST VALUE PERFORMANCE PLAN (INCLUDING BEST VALUE REVIEW PROGRAMME)

Noted the Best Value Performance Plan had been updated since the meetings of the Select Committees in the light of comments made by those Committees.

Cabinet accepted the comments of the Select Committees in the main and noted that further amendments to the Plan would be made before County Council.

Agreed the following proposal to the County Council for decision:

(a) That the Best Value Performance Plan 2001-2002, including the Best Value Review programme, be approved.

(b) To allow for the eventuality that minor changes or corrections can be added or further information can be added, the Chief Executive be authorised to make such changes in consultation with the Leader of the Council and Leader of the Opposition.

13 QUALITY PROTECTS – MANAGEMENT ACTION PLAN AND SPECIAL GRANT 2001/2002

Agreed the following proposal to the County Council for decision:

That the proposals for preparation and consultation on the Quality Protects Management Action Plan and for spending the Children's Services Special Grant in 2001/02 as set out in the report be agreed and submitted to the Department of Health.

14 YOUTH JUSTICE SERVICE PLAN 2001/2002

Agreed the following proposal to the County Council for decision:

That the draft Youth Justice Plan 2001/2002 be approved.

15 ACHIEVEMENT FOR ALL – HERTFORDSHIRE EDUCATION DEVELOPMENT PLAN 2001/2002

Agreed the following proposal to the County Council for decision:

That the Education Development Plan 2001-2002 be approved.

16 EARLY YEARS AND CHILDCARE DEVELOPMENT PLAN

Agreed the following proposal to the County Council for decision:

That the Early Years Development and Childcare Plans for Hertfordshire 2001/2004 and the Implementation Plan for 2001/2002 be approved.

17 A COMMUNITY STRATEGY FOR HERTFORDSHIRE

This item had been deferred to the 12 February 2001 meeting.

18 MEMBERSHIP OF EXTERNAL ORGANISATIONS

Agreed the following proposal:

To refer this matter for comment to the Resources Committee of 15th March 2001 with a recommendation that the County Council withdraw from membership of the Assembly of European Regions.

19 FRAMEWORK FOR THE CONSIDERATION OF CORPORATE PROCUREMENT AND OUTSOURCING

Agreed the following proposal

That the proposed framework for the consideration of corporate procurement and outsourcing be supported and forwarded to the Resources Prosperity Partnership & Consultation Select Committee for comment.

20 DRAFT FOOD SERVICE PLAN

Agreed the following proposal

To support the draft Food Service Plan 2001/02 and forward it to the Community Information and Protection Select Committee for comment.

Andrew Laycock
County Secretary