

ASSETS AND PROCUREMENT COMMITTEE



Wednesday, 18 October 2023

Democratic and Members' Services
Emma Duncan
Service Director: Legal and Governance

14:00

New Shire Hall
Alconbury Weald
Huntingdon
PE28 4YE

Red Kite Room, New Shire Hall, Alconbury Weald
[Venue Address]

AGENDA

Open to Public and Press

CONSTITUTIONAL MATTERS

- 1. Apologies for absence and declarations of interest**

Guidance on declaring interests is available at
<http://tinyurl.com/ccc-conduct-code>

- 2. Petitions and Public Questions**

KEY DECISIONS

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| 3. Electricity Procurement for 2024-28 | 5 - 16 |
| 4. Disposal of Former Primary School, Papworth Everard | 17 - 28 |

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| 5. | Mechanical, Electrical and Buildings Maintenance Re-tender of Contract for Cambridgeshire County Offices, buildings and land assets | 29 - 36 |
| 6. | Reinforced Autoclaved Aerated Concrete (RAAC) school buildings | 37 - 42 |

OTHER DECISIONS

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| 9. | Procurement Governance and Performance Report | 59 - 64 |
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| 12. | Assets and Procurement Committee agenda plan | 77 - 78 |
| 13. | Exclusion of Press and Public
<i>To resolve that the press and public be excluded from the meeting on the grounds that the agenda contains exempt information under Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed information relating to the financial or business affairs of any particular person (including the authority holding that information)</i> | |
| 14. | Procurement of Consultants – Cambridge Biomedical Campus <ul style="list-style-type: none"> • Information relating to the financial or business affairs of any particular person (including the authority holding that information); | |

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The Assets and Procurement Committee comprises the following members:

Councillor Ros Hathorn (Chair) Councillor Catherine Rae (Vice-Chair) Councillor David Ambrose Smith Councillor Alex Beckett Councillor Chris Boden Councillor Simon Bywater Councillor David Connor Councillor Steve Count Councillor Douglas Dew Councillor Lorna Dupre Councillor Stephen Ferguson Councillor Bill Hunt Councillor Peter McDonald Councillor Elisa Meschini Councillor Lucy Nethsingha

Clerk Name:	Dawn Cave
Clerk Telephone:	01223 699178
Clerk Email:	dawn.cave@cambridgeshire.gov.uk

Electricity Procurement for 2024-28

To: Assets and Procurement Committee

Meeting Date: 18 October 2023

From: Executive Director, Place and Sustainability

Electoral division(s): All

Key decision: Yes

Forward Plan ref: 2023/041

Outcome: To agree the proposed procurement route for the electricity supply contract for the supply period starting October 2024.

Recommendation: The Committee is recommended to

- a) agree to the preferred procurement route of using the Crown Commercial Services framework for electricity supplies for the Council's property and streetlighting portfolio, for the supply period from 1 October 2024 to 31 March 2028. (Option 2 as set out in the paper below.);
- b) delegate authority to the Executive Director of Place and Sustainability, in consultation with the S151 officer and the Chair and Vice-chair of Assets and Procurement Committee, to enter into a contract with Crown Commercial Services and with the electricity supplier named in their framework, for that supply period, and to select a trading strategy from the available options within that contract.

Officer contact:

Name: Sarah Wilkinson
Post: Carbon and Energy Manager
Email: sarah.wilkinson@cambridgeshire.gov.uk
Tel: 01223 729157

1. Background

- 1.1 Cambridgeshire County Council (the Council) consumes around 20 gigawatt-hours (GWh) of electricity per year covering approximately 200 supply points, which includes our offices, libraries, community centres and other buildings, plus street lighting, feeder pillars, traffic signals etc. (1 GWh = 1,000,000 kilowatt-hours (kWh).)
- 1.2 Schools are responsible for their own utilities and are not included in the Council's procurement arrangements for electricity.
- 1.3 The Council currently has a single contract in place for the supply of electricity with Total Energies, via the Eastern Shires Purchasing Organisation (ESPO) Framework (framework reference 191_B_C_20). This contract will expire at the end of September 2024.
- 1.4 In March 2023, the Strategy and Resources Committee resolved to approve the termination of the electricity supply contract with Total Energies via the ESPO framework at the end of the current supply period (30 September 2024), and to ask officers to carry out further assessment of alternative procurement and supply arrangements for an electricity supply contract with a particular focus on considering the environmental and social value issues associated with this procurement.
- 1.5 The purpose of this report is to outline the options that have been assessed for the procurement of electricity supplies from October 2024 onwards and to seek approval of the recommended procurement option.

2. Main Issues

- 2.1 **Assurance and Value for Money:** In any procurement of energy it is important that the Council is able to have assurance that any proposed procurement option and subsequent contract with a supplier will represent value for money to the Council. Energy markets are complex and volatile and therefore contracts need to be managed in a way that is able to deliver best value to the Council. The assessment of potential procurement options has therefore taken this into account.
- 2.2 **Environmental Performance:** Members have asked that environmental considerations are also taken into account in the procurement decision for electricity. The Council's Climate Change and Environment Strategy includes the principles of working with our suppliers to improve environmental outcomes and using our purchasing power to drive improvement through our supply chain by specifying more sustainable options. There are two separate issues to consider regarding the environmental impact of electricity procurement.
- 2.3 The first is the Council's carbon footprint from the generation and consumption of the electricity it procures, and the other is the environmental and social values and policies of the organisation the Council procures its electricity from.
- 2.4 The Council's Climate Change and Environment Strategy sets a target for the Council's scope 1 and 2 carbon emissions to reach net zero by 2030. The associated Action Plan

also specifically includes the commitment to continue to purchase 100% renewable electricity for all buildings and street lighting operated by the Council.

- 2.5 Greenhouse gas emissions accounting and reporting (commonly referred to as carbon footprinting) is divided into three 'scopes' under internationally agreed protocols. 'Scope 1' refers to direct emissions (such as those from the organisation's own assets), 'scope 2' refers to energy-related indirect emissions (such as from purchased electricity) and 'scope 3' refers to all other indirect emissions (such as those relating to activities of contractors, suppliers, customers or employees).
- 2.6 Electricity accounts for all of the Council's 'scope 2' gross carbon emissions. However these emissions are calculated as being zero wherever electricity is generated from 100% renewable sources (such as wind or solar). Continuing to purchase 100% renewable electricity is necessary for the Council to meet its ambitions in the Climate Change and Environment Strategy.
- 2.7 Most suppliers (including the Council's current supplier, Total Energies) offer both 100% renewable and other tariff options, whilst few suppliers only offer 100% renewable tariffs. The Council has already decided to purchase a green tariff.
- 2.8 Currently, the Council purchases Total's 'Pure Green' electricity tariff at a small extra cost. The cost of this is currently 0.56 pence per kWh, equivalent to 1.77% of our total electricity bill, or around £110k per year, but will be rising to 0.885p/kWh from October 2023. (However, prices of the green tariff may vary slightly with different suppliers.) This tariff means that we can report zero net greenhouse gas emissions for electricity, under the market-based emissions accounting method. This is because the electricity we use can be matched to Renewable Energy Guarantees of Origin (REGOs).
- 2.9 The second environmental consideration is the social and environmental values of the supplier. Although we are purchasing a green product, the current supplier, Total Energies, is a very large multinational publicly traded oil and gas company, whose businesses cover the entire oil and gas chain, from exploration and production to power generation, transportation, refining, marketing and trading. In 2021, 44% of Total Energies' sales were from petroleum products and 48% were from natural gas.
- 2.10 The electricity requirements of the Council, with the large portfolio and particularly the use of un-metered supplies which are required for large numbers of street lights, means that generally only the larger energy suppliers have the capability to supply the Council. There are therefore only a limited number of suppliers who are likely to be willing and able to meet our needs. However, there are other suppliers in the market who are not involved in oil and gas exploration, and these will be considered below under each procurement option.
- 2.11 **Changes in electricity usage.** In the 12 months from August 2022 to July 2023, the Council used 19.9 GWh of electricity across its sites, 10.8 GWh of which (54%) was for street lighting. However, the programme of LED replacement street lighting due to start in 2024 is scheduled to reduce electricity use by 6.5 GWh annually by 2026. There will also likely be some increases in electricity use in future years due to the switch away from fossil fuel heating systems to electricity-powered heat pumps and the uptake of electric vehicles. However, some of this may be offset by improved energy efficiency or changes to the property portfolio, which will be likely to reduce energy consumption.

- 2.12 Therefore the Council's electricity consumption rates for the contract period 23/24 to 27/28 are likely to gradually decline year on year, from around 19.9 GWh in 2023-24 down to approximately 14.5 GWh by 2027-28.
- 2.13 The Council spent £3.5m on electricity in 2021-22 and £5.3m in 2022-23, with costs in 2023-24 likely to be over £6m due to increases in price. Based on a combination of current prices, future price projections from the UK Government, and market intelligence, a central estimate of future prices and usage would lead to an annual spend of around £4.1m for the contract period, meaning the total contract value over 3.5 or 4 years would be around £16.5m. However, sensitivity analysis on changes to either prices or usage (or both) means that the likely range is from £2.5m to £8.5m per year, with a total contract value of between £12m to £31m.
- 2.14 **Management of volatile markets.** The UK and global energy markets have been very volatile recently. Wholesale electricity prices have been driven further up due to a series of reasons, including sanctions on Russian oil and gas, and operational issues at key pipelines, interconnectors and power stations. Electricity prices are also influenced by demand (varies with weather), European gas storage levels, renewables output, and global economic factors as well as UK policy. Whilst the influence of some of the above factors has now levelled off, it remains very difficult to predict future prices. (NB. The energy 'price cap' for domestic customers does not apply to the Council's sites.)
- 2.15 Electricity retail prices typically consist of a standing charge (per day) and a unit price (per kWh). The retail unit price is made up of the wholesale energy-only ("commodity") price, plus "non-commodity" charges such as transmission and distribution network charges and relevant taxes and government charges. These non-commodity charges apply to all volumes purchased as long as sites are connected to the grid. These non-commodity charges are pass-through charges, which are the same no matter who the supplier is, and typically account for up to half of the retail price of electricity. The commodity price is the most volatile element. However, this is primarily dependent on the wholesale energy markets, and the performance of the trading team; not who the retail supplier is.
- 2.16 The best value contracts for large multi-site non-domestic portfolios such as the Council's, are generally flexible price contracts. Fixed price contracts are relatively rare (unlike in the domestic energy market) and those that do exist are very likely to have much higher prices, due to the risks in the market for the suppliers. It is therefore not possible to compare prices in advance of signing a contract. Large purchasing organisations and frameworks offer a range of flexible contracts, which will vary in terms of how far in advance energy is purchased and whether energy is purchased within the supply period or solely in advance. The purchasing organisations typically offer various trading strategies, or 'baskets' which specify the range of time within which energy may be purchased, such as up to 12 months in advance, closing before the supply period, or continuing throughout the supply period. A 'purchase in advance' or 'locked' strategy will purchase all volumes at times in advance of the supply period (typically a 12 month supply period), meaning that prices will be known at the start of each year (although not at the start of the whole contract). How far in advance the first purchases are made may vary from 6 months up to 3 years before the supply period. Whereas a 'purchase within period' or 'variable' trading strategy may leave some of the volume to be purchased within the supply period, meaning that prices may vary from month to month, but giving greater opportunities to take advantage of dips in the market

should they occur. It is not possible to know in advance which trading strategy will lead to the lowest prices, as this varies from year to year depending on the markets. Selection of a trading strategy will depend on the Council's appetite for risk versus price certainty. Whichever trading strategy is chosen, the trading teams in the organisations will then forecast required volumes and purchase portions of the volume at different times, within the limits of the strategy, when markets are conducive, to obtain the best deals for their customers. For that reason, it is important that the Council chooses an appropriate organisation to undertake this activity on its behalf.

- 2.17 'Netting off'. The Council both buys and sells electricity, as it is both a consumer and also a generator through its solar generation assets. It is theoretically possible to match some of the volumes of electricity exported and sold from the Council's solar generation assets against part of what is purchased through our incoming supplies from the grid, (known as 'netting off'), through arrangements such as sleeved Power Purchase Agreements (PPA). Netting off is possible if the import (buying) and export (selling) contracts are with the same supplier. If such an arrangement were made, this would mean the Council would be partially self-supplying its own locally generated renewable electricity to its own sites. An additional benefit of netting off is that the Council would be able to self-supply its own REGOs, avoiding the need to purchase them through the supplier's green tariff premium. Therefore a consideration on the future procurement of the import of electricity will take account of the potential to have a netting off arrangement with the supplier, such that a future netting-off arrangement opportunity is not precluded.
- 2.18 Procurement Options: A number of procurement and supply mechanisms available for an electricity supply contract have been considered as outlined below.
- 2.19 Option 1: ESPO. Renewing the contract under the ESPO framework (framework reference 191_24) for supply during the period from October 2024 to September 2028 was considered at the Strategy and Resources Committee in March 2023, and the decision was made not to use this option, in order to seek a greener alternative to Total Energies, who are currently the sole supplier on ESPO's framework. ESPO is a public buying organisation owned by six member councils, including Cambridgeshire County Council. All ESPO's profits are shared amongst the six member authorities on a pro-rata basis depending on spend. The dividend is calculated by ESPO and depends on overall performance and an annual Members vote. However, it would still be possible to rejoin the ESPO framework at a later date if desired, although the risk is that the prices may be less favourable with less advance notice.
- 2.20 Option 2: Crown Commercial Services (CCS). The Crown Commercial Services 'Supply of Energy 2' framework (reference RM6251) is available for 4 years from April 2024, with customers able to join partway through the framework if required. The successful sole supplier to this framework is EDF, and framework access is by direct award, with a fully compliant procurement already completed.
- 2.21 CCS are owned by the UK Government and are the single largest buyer of energy in the UK. This large-scale purchasing means that they are likely to be able to secure good prices relative to the market average. The CCS fees are amongst the lowest of all the large purchasing organisations, and the total is likely to be similar to that of ESPO's fees, although structured differently. The fees include all of the procurement, trading strategies

and trading, as well as provision of market intelligence information and support with query resolution. The CCS framework includes a choice of five different trading strategies that customers can select, including three 'locked' options and two 'variable' options. For all 'locked' strategies, purchasing would be complete before delivery begins, and prices become 'fixed' for one year each April, giving some budget certainty. For the variable strategies, prices could change monthly. Some of the strategies also require more advance notice to join than others. More details of these are provided in Appendix A.

- 2.22 EDF are a French state-owned electricity generation company, largely focussed on nuclear energy, with some oil/gas trading and some renewables. They are not involved in oil/gas exploration. They own eight nuclear power stations in the UK, several wind and solar sites and one coal power station that is now closed. Their current standard fuel mix for electricity for UK customers is 63% nuclear, 19% renewables and 18% fossil fuels / other. They also offer a 100% renewable tariff option, as well as another zero-carbon tariff option (nuclear). Through the CCS framework, EDF offer a choice of four different zero carbon or REGO backed green tariffs, or a bespoke option.
- 2.23 Option 3: YPO. YPO also offer similar services to those of ESPO or CCS. YPO are owned by 13 local authorities including North Yorkshire County Council, and supply a relatively large volume of energy to a number of local authorities. They have a new framework (reference 1100) that started on 31 March 2023 for four years, with a single supplier, nPower. Again, this is also a fully compliant procurement and can be accessed by direct award. YPO's fees are a little higher than ESPO's but still one of the lower ones.
- 2.24 Npower are owned by Eon, who are focussed mainly on energy distribution networks and infrastructure. Npower offer both a standard fuel mix (40% renewables) or a 100% renewable tariff option.
- 2.25 Option 4: Laser. Laser Energy (owned by Kent County Council) also have a compliant framework for 2024-2028, with four suppliers awarded (nPower, Total Energies, EDF Energy and SSE). The framework is accessible by either further competition or direct award based on either the supplier that came first overall (nPower) or being the customer's incumbent provider (Total Energies in our case), or by "winning a particular evaluation section which is of most importance to your organisation" (EDF were first in the net zero section).
- 2.26 Similar to ESPO, CCS and YPO, Laser also offer trading strategy options based on purchasing in advance or purchasing within the supply period. Laser's fees were similar to those of YPO for the procurement only option or higher for the fully managed service (including bill validation). However there would be additional fees payable if the volume of energy required or number of meters changes by >10%, unless this is advised prior to energy volumes being purchased. Laser's suppliers also offer standard or 100% renewable tariffs, including the option of PPAs, depending on which supplier is selected.
- 2.27 Option 5: E-Energy. E-energy Group PLC (formerly known as Beond) ("eEnergy") are a private sector company who operate a Dynamic Purchasing System (DPS), which is an alternative method of procuring a supplier. Gwynedd Council are the lead authority for this DPS. Unlike a normal framework contract, suppliers can be added to or removed from the list at any time. (Suppliers are still required to qualify and pass financial, legal and quality checks.) There are currently 13 suppliers on the DPS (listed in Appendix A).

- 2.28 A secondary competition would be required to obtain a supplier under this DPS and direct award is not possible. The DPS offers a live, reverse auction process, with fixed price or flexible options. eEnergy would advise when to run the reverse auction based on market intelligence, and contracts could be for 2, 3 or 4 years. For supplies for October 2024 onwards, eEnergy would run an auction in late 2023 or early 2024. Due to the need for a secondary competition, this option would be more resource intensive to deliver and take longer to set up.
- 2.29 eEnergy charge a fee based on a set percentage of spend, depending on services. The fee would be added to the supply contract unit rates. eEnergy's fees are considerably higher than those from ESPO, CCS, YPO or Laser.
- 2.30 The Council's Energy and Procurement teams undertook some soft market testing with eEnergy which was carried out in November 2022 to determine the number of bids likely to be received. The DPS would enable a wider range of suppliers to bid, compared to using ESPO or another conventional framework. However, it is likely that some of the suppliers on the DPS would not be interested in bidding or capable of meeting the Council's specialist energy requirements. It is not possible to prevent oil and gas companies from bidding, as that would contravene procurement rules around fairness and non-discrimination, although the Council and eEnergy could devise a set of evaluation criteria that would help assess bidders' green credentials alongside other quality criteria and price. A specification would be set for the product/service we require (such as to specify a 100% renewable electricity tariff). The eEnergy option contains greater uncertainties on trading performance and customer service, but could be more likely to lead to greater innovation and the chance of switching to a greener supplier, although this is not guaranteed, and there is a chance that Total Energies or another oil and gas company could win the auction.
- 2.31 Option 6: West Mercia Energy (WME). WME (owned by 4 local authorities) also offer a fully compliant framework similar to that of YPO or Laser. The supplier is nPower. WME are smaller than the other purchasing organisations mentioned and are focussed solely on energy. Their fees are higher than some of the others although their standard offering is a fully managed service including bill validation.
- 2.32 Option 7: A theoretical alternative to buying through an organisation such as ESPO or an energy broker would be to run a procurement ourselves to contract with a supplier directly. The advantage of that approach would be that we could define the contract scope ourselves and would have full control over the specification. However, this would necessitate running a full compliant procurement process in-house, which would require significant in-house resources and expertise, not only in procurement but also in the energy markets, and would be time- and resource-intensive. It would also require significant input from legal advisors to draft this type of contract. It is vital to get the scope and specification of such a contract right, which would have to consider energy markets, trading strategies, metering, Automated Meter Reading, Meter Operator services, site works, data provision, billing platform and more. (A Meter Operator agreement is a legal requirement for all half-hourly electricity supplied meters.)
- 2.33 We do not currently have the expertise in-house to trade on wholesale energy markets directly, and a fixed price contract is likely to be significantly higher cost. The high cost, high risk and difficulty of running such an exercise is currently unlikely to be worth pursuing,

when compared with the alternative options. Not only that, but the Council would be more likely to incur higher electricity prices when trading directly, when compared to the higher purchasing power of being part of a larger group of customers. This option would also require more resource to manage, including a much greater ongoing contract management capability than is currently in place. In addition, it would be extremely challenging to run a procurement of this scale and complexity within the required timeframe.

- 2.34 **Other options not considered.** There are also other energy brokers in the market, however some of these may not have much experience dealing with large local authorities with numerous sites and complex supply requirements. Most energy brokers tend to deal more with small/medium businesses and domestic properties.
- 2.35 **Comparison of options.** In selecting an option, the Council must consider a number of factors including likely financial cost, environmental impact, quality of service, level of risk and practicality of contract management / administration. None of the options would currently be likely to provide fixed price tariffs for the whole contract, so the exact costs would remain unknown until the beginning of each supply year, and it is not possible to compare prices in advance. Further details on comparison of all the options is provided in Appendix A.
- 2.36 **Option 1 (ESPO)** uses a sole supplier which is a large oil and gas company (Total Energies) and this option would not meet the wider environmental and social value objectives of the Council.
- 2.37 **Options 2, 3, 4 and 6 (CCS, YPO, Laser or WME)** are all similar and would all offer a credible and suitable route to procurement, with either EDF or nPower as the supplier.
- 2.38 **Option 5 (eEnergy)** offers a more innovative solution but is higher risk, more complex and would require more resource to manage.
- 2.39 **Option 7 (in-house)** is not practically feasible and is not recommended.
- 2.40 **Recommended Option:** Out of options 2, 3, 4 and 6, option 2 (CCS) is recommended because of a combination of the much larger purchasing power of CCS, their range of green tariffs available and lower fees. This therefore provides assurance around likely future best value to the Council as well as meeting the environmental and social objectives of the Council.
- 2.41 **The timetable for the recommended option (option 2, CCS)** would be as follows:
- October 2023: sign contract with new purchasing organisation / supplier and agree trading strategy.
 - October 2023 to September 2024: CCS purchase required volumes prior to initial supply period.
 - 1 October 2024: commencement of new contract supply.
 - 31 March 2028: contract expiry.
- (This timetable would be similar for options 1, 2, 3, 4 or 6. Option 5 would take longer due to the requirement for a secondary competition.)

3. Alignment with ambitions

- 3.1 Net zero carbon emissions for Cambridgeshire by 2045, and our communities and natural environment are supported to adapt and thrive as the climate changes

The report above sets out the implications for this priority in paragraphs 2.2 to 2.10, 2.22 and 2.24.

- 3.2 Travel across the county is safer and more environmentally sustainable
There are no significant implications for this priority.

- 3.3 Health inequalities are reduced
There are no significant implications for this priority.

- 3.4 People enjoy healthy, safe, and independent lives through timely support that is most suited to their needs
There are no significant implications for this priority.

- 3.5 Helping people out of poverty and income inequality
There are no significant implications for this priority.

- 3.6 Places and communities prosper because they have a resilient and inclusive economy, access to good quality public services and social justice is prioritised
There are no significant implications for this priority.

- 3.7 Children and young people have opportunities to thrive
There are no significant implications for this priority.

4. Significant Implications

- 4.1 Resource Implications
The report above sets out details of significant implications in paragraphs 2.8, 2.13 to 2.17, and Appendix A.

The value of this contract from 2024 to 2028 is very difficult to predict due to a combination of volatile markets and future changes in electricity usage. Further details of this are in paragraph 2.13.

The Council continues to face financial pressures going forward under its Medium Term Financial Plan and the focus of this work needs to ensure that any future procurement is achieving best value and maintaining costs within the current budget or better if possible. Our direct experience of ESPO (option 1) in recent years is that their trading team have performed well and they have provided prices lower than the market average, although this is not a guarantee of future success. All of the options 1 to 6 claim to be able to secure favourable prices for their customers compared to the open market. CCS (option 2) is the largest of the buying organisations.

Ruling out option 1 means that there would be likely to be a small reduction in the value of dividends from ESPO that the Council receives as a shareholder, although this is not possible to quantify.

Overall, option 2 is likely to provide good value for the Council due to the combination of relatively low management fees and strong purchasing power through the size of their customer portfolio. Central government use this framework too.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

All options would be fully compliant with the Council's Contract Procedure Rules.

The report above sets out further details of significant implications in paragraphs 1.2 to 1.4, 2.18 to 2.40 and Appendix A.

4.3 Statutory, Legal and Risk Implications

There are no significant statutory or legal implications of this matter other than procurement and contractual matters.

The frameworks referred to in Options 1 to 6 have been set up in compliance with the Public Contract Regulation 2015 (PCR 2015) and would provide a compliant route to market whether by direct award or further competition. Option 7 would require significant Procurement and Legal support to ensure compliance with PCR 2015.

With all the options, Legal will need to review the terms and conditions but there may be limited opportunities to amend the terms and conditions of any direct award.

Whilst electricity is a basic essential service that is required for all our buildings (and many other assets), the procurement of an electricity supply contract makes no difference to the physical supplies of electricity from the grid. Therefore there are no health and safety or disruption to supply risks associated with this contract.

There would be a risk of reputational damage if the Council did not continue to procure a green electricity tariff and seek to minimise the environmental impact of this procurement. Furthermore, if the Council did not continue to purchase a green tariff, then carbon emissions would increase dramatically and it would then become very unlikely that the Council would be able to meet its ambition for net zero carbon emissions for scope 1 and 2 by 2030. This risk is avoided by selecting a green tariff.

There is a risk that electricity prices increase significantly beyond expectations. This risk is similar no matter which procurement route is chosen and is largely outside of the Council's control. The risk is partially mitigated by choosing a well-established and reputable purchasing organisation. All of the first six options would meet this requirement.

There would be a small additional risk if option 5 was selected (compared to options 1, 2, 3, 4 or 6) because of the innovative nature of the Dynamic Purchasing System, compared to a traditional framework. The risk is due to their being more suppliers on the list, the potential for suppliers joining or leaving the framework (meaning more uncertainty), and the additional complexity, time and resource that would be required to run a secondary competition. However, that option would also provide a wider range of suppliers that may bid.

Option 7 would be very high risk and would require significant extra resource and expertise to implement, which is why this option is not recommended.

4.4 Equality and Diversity Implications

There are no significant implications within this category. Equality Impact Assessment reference number is CCC550146923.

4.5 Engagement and Communications Implications

There are no significant implications within this category.

4.6 Localism and Local Member Involvement

There are no significant implications within this category.

4.7 Public Health Implications

There are no significant implications within this category.

4.8 Environment and Climate Change Implications on Priority Areas:

4.8.1 Implication 1: Energy efficient, low carbon buildings.

Positive/neutral/negative Status: Positive

Explanation: A focus on reducing electricity consumption whilst also continuing to purchase 100% renewable electricity supplies will support our drive to net zero carbon for scope 2.

4.8.2 Implication 2: Low carbon transport.

Positive/neutral/negative Status: neutral

Explanation: No impact

4.8.3 Implication 3: Green spaces, peatland, afforestation, habitats and land management.

Positive/neutral/negative Status: neutral

Explanation: No impact

4.8.4 Implication 4: Waste Management and Tackling Plastic Pollution.

Positive/neutral/negative Status: neutral

Explanation: No impact

4.8.5 Implication 5: Water use, availability and management:

Positive/neutral/negative Status: neutral

Explanation: No impact

4.8.6 Implication 6: Air Pollution.

Positive/neutral/negative Status: neutral

Explanation: No impact

4.8.7 Implication 7: Resilience of our services and infrastructure, and supporting vulnerable people to cope with climate change.

Positive/neutral/negative Status: neutral

Explanation: No impact

Have the resource implications been cleared by Finance? Yes

Name of Financial Officer: Stephen Howarth

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the Head of Procurement? Yes

Name of Officer: Clare Ellis

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or Pathfinder Legal Services? Yes

Name of Legal Officer: Stephen James Randall

Have the equality and diversity implications been cleared by your EqIA Super User? Yes

Name of Officer: Sheryl French

Have any engagement and communication implications been cleared by Communications? Yes

Name of Officer: Kathryn Rogerson

Have any localism and Local Member involvement issues been cleared by your Service Contact? Yes

Name of Officer: Sheryl French

Have any Public Health implications been cleared by Public Health? Yes

Name of Officer: Iain Green

If a Key decision, have any Environment and Climate Change implications been cleared by the Climate Change Officer? Yes

Name of Officer: Emily Bolton

5. Source documents

- 5.1 [Cambridgeshire and Peterborough Corporate Energy Strategy, July 2019](#)
[Cambridgeshire County Council Climate Change and Environment Strategy, Part 1](#)
[Cambridgeshire County Council Climate Change and Environment Strategy, Part 3: High level action plan](#)
[ESPO electricity \(for supply during 2020-2024\) framework](#)
[ESPO electricity \(for supply during 2024-2028\) framework](#)
[Total Energies – Transforming to reinvent energy](#)
[Total Energies ownership structure](#)
[Supply of Energy 2 - CCS \(crowncommercial.gov.uk\)](#)
[Energy | Electricity and Ancillary Services - 1100 Coming Soon \(ypo.co.uk\)](#)
[Electricity Flex 2024 – 2028 \(laserenergy.org.uk\)](#)
[Public sector procurement \(DPS\) | eEnergy](#)
[Gas & Electricity - West Mercia Energy](#)
[Strategy and Resources Committee – March 2023 meeting minutes](#)

Disposal of Former Primary School, Papworth Everard

To: Assets and Procurement Committee

Meeting Date: 18th October 2023

From: Executive Director: Finance and Resources

Electoral division(s): Papworth and Swavesey

Key decision: Yes

Forward Plan ref: 2023/090

Outcome: Disposal of the former Papworth Primary School, Papworth Everard to Wigwam Nurseries Limited. The Disposal will result in a Capital Receipt of £520,000.

Recommendation: The Committee is being asked to agree to the Disposal of the property to Wigwam Nurseries Limited.

Officer contact:

Name: John Macmillan
Post: Head of Assets
Email: john.macmillan@cambridgeshire.gov.uk
Tel: 07808 861 360

1. Background

- 1.1 The former Papworth Everard Primary School was built in 1901 to educate children on the Papworth Hall Estate and operated as a Primary School until its closure in 1997 when CCC (Cambridgeshire County Council) opened the Pendragon Community Primary School to support increasing numbers in the catchment. The property has since been used by Cambs Music, a traded unit of CCC, until circa 2016 when the building was declared surplus.
- 1.2 The Property comprises a double height main building of brick construction with later extensions, and a separate single storey building to the rear of the 0.33 Ha Site. The building sits centrally within the Site with mains services all being connected and access directly off Ermine Street the main road through the village of Papworth Everard.
- 1.3 After being declared surplus, the Property was included in an initial portfolio sale to “This Land” but they decided not to purchase. A Planning Application for development of the Site into 6 Residential Units was submitted by CCC in 2017 but this was withdrawn following discussion and feedback from Planning Officers.
- 1.4 The Parish Council expressed an interest in purchasing the property but did not pursue this after an RICS (Royal Institution of Chartered Surveyors) “Red Book” Valuation provided a Market Value of £350,000 in December 2020.
- 1.5 Further work to consider all options for development of the site were then investigated, and the advice of our Planning Consultants was to sell the property, as it is as this would provide the best financial outcome for the Council.
- 1.5.1 In line with the Council’s Disposal Policy, and given the time that had elapsed, the property was again offered to “This Land,” as well as members of “One Public Estate (OPE) and the District Council.
- 1.6 “This Land” was not interested in the property and there was no response from OPE members other than South Cambridgeshire District Council who did not proceed after a new RICS Red Book Valuation, provided a Market Value of £400,000 in October 2022.
- 1.7 Brown & Co, St Neots successfully submitted a tender and were instructed to market the property in Spring 2023. Initial offers were invited for the property by 14th July 2023.
- 1.8 The intended outcome of this report is to agree to dispose to Wigwam Nurseries Limited (the successful bidder) and to instruct Pathfinder Legal to complete the sale. The report is being presented to members as the potential receipt is above the £500,000 officer delegation threshold and is deemed a key decision requiring committee approval.

2. Main Issues

- 2.1 Brown and Co marketed the property on behalf of CCC with initial offers invited the 14th July 2023. Nine offers were received, whilst considering the offers, the highest two bidders submitted further, higher offers, which until a contractual decision has been made, they were entitled to do, and the Council is obliged to consider. A new deadline for “best and final” offers was set as midday 8th August 2023.

- 2.2 Wigwam Nurseries Limited offer of £520,000 was the highest. Disposals at a Value of above £500,000 are considered as a Key Decision and require approval from the Assets and Procurement Committee. This is the offer based on 'best consideration' we are asking the committee to approve.

3. Alignment with ambitions

- 3.1 Net zero carbon emissions for Cambridgeshire by 2045, and our communities and natural environment are supported to adapt and thrive as the climate changes

There are no significant implications for this ambition.

The property which is surplus to CCC requirements will be bought back into use.

- 3.2 Travel across the county is safer and more environmentally sustainable

There are no significant implications for this ambition.

- 3.3 Health inequalities are reduced

There are no significant implications for this ambition.

- 3.4 People enjoy healthy, safe, and independent lives through timely support that is most suited to their needs

There are no significant implications for this ambition.

- 3.5 Helping people out of poverty and income inequality

There are no significant implications for this ambition.

- 3.6 Places and communities prosper because they have a resilient and inclusive economy, access to good quality public services and social justice is prioritised

There are no significant implications for this ambition.

- 3.7 Children and young people have opportunities to thrive

There are no significant implications for this ambition. The proposed use of this property supports the statutory duty of CCC in supporting Early Years Education and Childcare for working families.

4. Significant Implications

- 4.1 Resource Implications

The report above sets out details of significant implications in 2.4 regarding the resulting capital receipt of £520,000.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

The committee be assured that the sale is in line with the best consideration requirements the councils is required to adhere to as detailed in 2.3.

4.3 Statutory, Legal and Risk Implications

The committee be assured that the sale is in line with the best consideration requirements the councils is required to adhere to as detailed in 2.3.

4.4 Equality and Diversity Implications

There are no significant implications within this category.

4.5 Engagement and Communications Implications

There are no significant implications within this category.

4.6 Localism and Local Member Involvement

The local member has been informed.

4.7 Public Health Implications

There are no significant implications within this category.

4.8 Climate Change and Environment Implications on Priority Areas

4.8.1 Implication 1: Energy efficient, low carbon buildings.

Status: Neutral

Explanation: Disposal of the property will bring the site back into use.

4.8.2 Implication 2: Low carbon transport.

Status: Neutral

Explanation: A former building will be reopened and should have a neutral effect on traffic movement compared to previous similar usage.

4.8.3 Implication 3: Green spaces, peatland, afforestation, habitats, and land management.

Status: Neutral

Explanation: Disposal of the property will not affect green spaces.

4.8.4 Implication 4: Waste Management and Tackling Plastic Pollution.

Status: Neutral

Explanation: Disposal of the property will not affect Waste Management

4.8.5 Implication 5: Water use, availability, and management:

Status: Neutral

Explanation: Disposal of the property will not affect Water use

4.8.6 Implication 6: Air Pollution.

Status: Neutral

Explanation: Disposal of the property will not affect Air Pollution

4.8.7 Implication 7: Resilience of our services and infrastructure and supporting vulnerable people to cope with climate change.

Status: Neutral

Explanation: Disposal of the property will not affect the resilience of our services.

Have the resource implications been cleared by Finance? Yes

Name of Financial Officer: Stephen Howarth

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the Head of Procurement and Commercial? Yes

Name of Officer: Clare Ellis

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or Pathfinder Legal? Yes

Name of Legal Officer: Emma Duncan

Have the equality and diversity implications been cleared by your EqIA (Equality Impact Assessment) Super User?

Not applicable

Name of Officer:

Have any engagement and communication implications been cleared by Communications? Yes

Name of Officer: Kathryn Rogerson

Have any localism and Local Member involvement issues been cleared by your Service Contact? Yes

Name of Officer: John Macmillan

Have any Public Health implications been cleared by Public Health?

Not applicable.

Name of Officer:

If a Key decision, have any Climate Change and Environment implications been cleared by the Climate Change Officer?

Yes

Name of Officer: Emily Bolton

5. Source documents

5.1 Appendix 1 - Marketing particulars document to note.



01480 598863 | anna.ellerbeck@brown-co.com



FORMER PAPWORTH PRIMARY SCHOOL

Ermine Street North, Papworth Everard, Cambridgeshire, CB23 3RH

GUIDE PRICE: £450,000

- Total Gross Internal Area (GIA) – 258 sq m (2,775 sq ft)
- Total Site Area – 0.33 acres (0.134 hectares)
- Sought After Rural Village Location
- Development Opportunity (Subject to Planning Permission)
- Huntingdon – 6 Miles; St Neots – 8 Miles; Cambridge – 10 Miles



Papworth

The village of Papworth Everard is located 10 miles west of Cambridge, 8 miles east of St Neots and 6 miles south of both Huntingdon and St Ives. The village offers a mixture of both period properties and more recent developments.

The village offers a wide variety of amenities including a Village Hall, Church, Veterinary Surgery, Doctors, Post Office, Sports Clubs, Primary School, Library, and convenience stores such as a Co-op. Leisure and retail opportunities are well served in the city of Cambridge along with further health clinics, restaurants, and employment opportunities.

Papworth Everard is conveniently located for road links via the A1(M) and M11 (North/South) and A14 East/West with Huntingdon Rail Station approx. 7 miles away and St Neots Rail Station approx. 8 miles away (Peterborough – Kings-Cross).

The Property

The main building is double height and was built by the Papworth Hall Estate in 1901 to educate the children on the estate. It is of brick construction and was extended throughout the 1900s which added three single storey extensions. There is a detached single storey brick and tiled pitched roof building at the rear of the site which is believed would originally have been a toilet block. The property was most recently used as a county music school (Use Class F1) and has been vacant for several years. The property requires extensive refurbishment and upgrading.

The main building sits centrally and set back from the road with a tarmac playground to the front and rear, with the front previously used as off-road parking. The toilet block is situated along the rear boundary of the site. The site has an established hedge along the road frontage and generally hedges and greenery around the boundaries.

The total site area is approximately 0.33 acres (0.134 hectares).

	Sq M	Sq F
School Building	223	2,403
Toilet Block	35	372
TOTAL	257	2,775

Planning Permission

The property is located in the Conservation Area. A planning application was made for the site for a conversion and new build scheme providing 6 x smaller dwellings in 2017. The plans provided for conversion of the main building to 4 x two-bedroom two storey houses, demolition of the toilet block and construction of 2x new one-bedroom bungalows. The application was withdrawn by the applicant which we believe may have been down to the level of development proposed.

It is considered the property offers scope for re-development including residential use (subject to planning), perhaps with a varied scheme and a slightly reduced number of larger dwellings, possibly a conversion of the main building into a row of three houses and a single bungalow at the rear, or even one impressive single dwelling.

Access

Access is directly off Ermine Street which is believed to be an adopted highway.

Services

It is understood power, water, foul drainage, and telecoms are available and connected to the property. Prospective purchasers should satisfy themselves as to the availability and adequacy of the supplies by making their own enquiries to the relevant service company/authority.

Information Pack

A Development Information Pack is available upon request containing relevant planning history documents, reports, plans and other relevant information.

Rights, Easements and Restrictions

The property is sold subject to and with the benefit of all public rights and private rights of way, light drainage, overhead cable, and other easements and restrictions or obligations that exist whether the same are described in the particulars.

Community Infrastructure Levy (CIL) & S106

South Cambridgeshire District Council are not a CIL charging authority and there would be no CIL payment due on a development to residential use. It would not be expected for there to be S106 on a conversion development at this scale, although buyers should satisfy themselves.

VAT

It is understood VAT is not payable on the sale. However, if the sale of the land or any rights attached to it become chargeable for VAT this shall be paid by the purchaser.

Method of Sale

The property is for sale by Informal Tender and offers for the property should be submitted by 12pm Friday the 14th of July.

Prospective purchasers should note that the vendor will be seeking to exchange contracts within 30 working days.

Boundaries

The buyer will be deemed to have inspected the property and satisfied themselves as to the ownership of any boundaries.

What3words

////////rejoins.remainder.painting

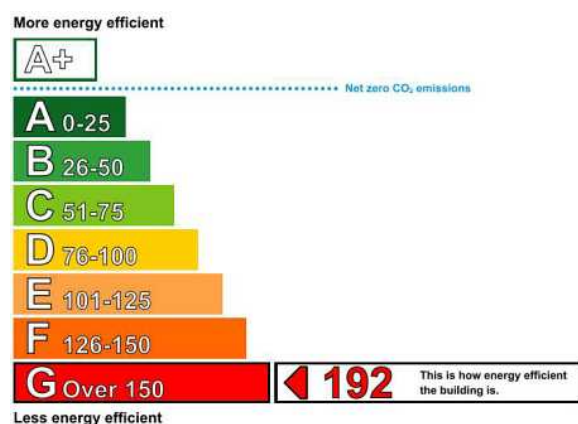
Health and Safety

Neither the seller or the agent is responsible for the safety of those viewing the plot and accordingly those viewing the plot, do so at their own risk.

Local Authority

South Cambridgeshire District Council, South Cambridgeshire Hall, Cambourne Business Park, Cambridge, CB23 6EA

EPC Rating



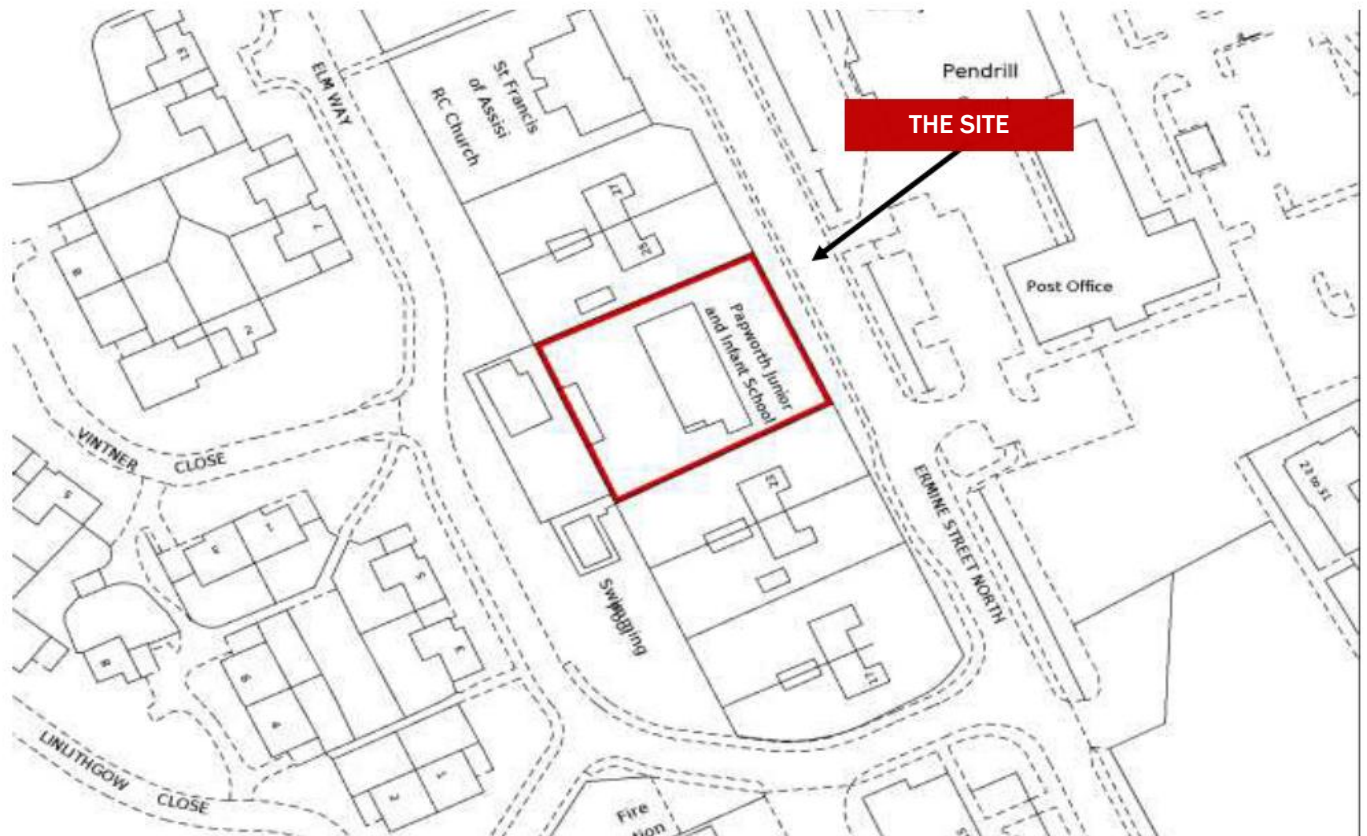
Viewing

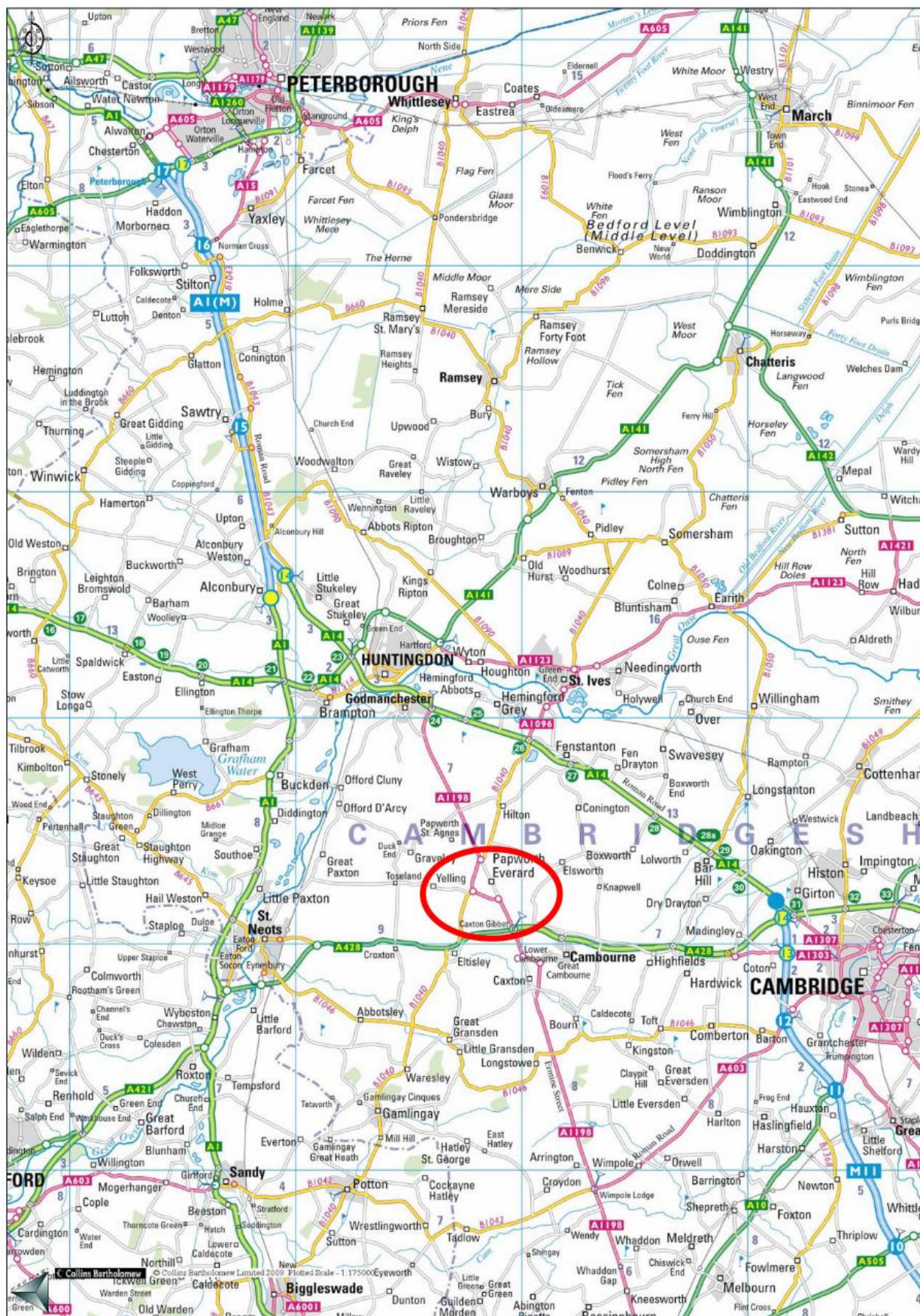
Viewings will be **strictly by appointment only** via the Selling Agents.

Simon Harvey
 Tel: 01480 213811
 Email: simon.harvey@brown-co.com

Anna Ellerbeck
 Tel: 01480 598863
 Email: anna.ellerbeck@brown-co.com







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Mechanical, Electrical and Buildings Maintenance Re-tender of Contract for Cambridgeshire County Offices, Buildings and Land Assets

To: Assets and Procurement Committee

Meeting Date: 18 October 2023

From: Executive Director: Finance and Resources

Electoral division(s): All

Key decision: Yes

Forward Plan ref: 2023/051

Outcome: To achieve a successful and timely procurement exercise for the re-tender of the Mechanical/Electrical and Buildings maintenance contract for the non-school buildings

Recommendation: Assets and Procurement Committee is recommended to:

- a) authorise the re-tender of the Mechanical, Electrical & Building maintenance contract for the non-school buildings and land assets, which is due to expire on 31st October 2024.
- b) approve the commencement of the re-procurement of the Mechanical, Electrical and Building maintenance contract for an initial term of 3 years from 1 November 2024 to 31 October 2027 with the option to extend annually for a potential further 2 years in total which equates to a 3 + 1 + 1 year term; and
- c) Delegate responsibility for evaluating and awarding the framework contract to the Executive Director of Finance and Resources and in accordance with Council procedures in consultation with the Chair and Vice-Chair of Assets and Procurement Committee.

Officer contact:

Name: Chris Ramsbottom

Post: Service Director: Property / Executive Director: Finance & Resources

Email: chris.ramsbottom@cambridgeshire.gov.uk / michael.hudson@cambridgeshire.gov.uk

Tel: 01223 699013

1. Background

- 1.1 The Council's non-school properties, sites, and land assets require a detailed, compliant and comprehensive contract for the provision of servicing of the Authorities' core corporate property and land portfolio. The Authorities' corporate estate are geographically dispersed within the County of Cambridgeshire.
- 1.2 The contract will cover Buildings, Mechanical and Electrical Maintenance. The contract will include reactive repairs, servicing and testing of all applicable equipment under current SFG20 regulations, as well as small to medium sized projects. SFG20 is the industry standard for building maintenance specification, ensures we stay compliant with new and changing legislation and reduces downtime and unplanned maintenance costs by keeping your assets in optimal condition.
- 1.3 At the time of writing, Facilities Management (FM) manage and have maintenance responsibility for approximately 180 buildings that enable all service areas to deliver their functions from corporate offices, to libraries, to Children and Adult Family Hubs and respite sites to name a few.
- 1.4 The existing maintenance term contracts, for repairs and maintenance ends on 31st October 2024. Therefore, Officers are asking for members to approve the re-procurement and subsequent award to allow the required time for a detailed and comprehensive procurement and award process, in preparation for the new contract to start on 1st November 2024.
- 1.5 A full breakdown of the requirements will be detailed in specification documents, but in brief this shall cover the following key services:
 - Servicing and Planned Preventative Maintenance (PPM) services of Mechanical and Electrical plant and equipment; and for planned programme of works permitted under the term maintenance contract.
 - Reactive maintenance to buildings in a timely and efficient manner, in line with timescales set within the agreed key performance indicators in the specification.
 - Supporting the Authority in the form of a 24/7 helpdesk facility which can be viewed and managed via the Authority's new Asset Management CAFM (computer-aided facilities management system), which the new provider will have supplier access to.
 - Invoice management procedures to deliver a managed and timely turnaround of Purchase Orders into accurate Invoices with the correct documentation. management capable of directing day to day issues and offering effective and cost-efficient solutions.
 - Contract Management capability for reviewing throughput of work to ensure regular reporting of recommendations and consequential repair work.
 - Capable of evaluating the work required resulting from reactive calls and any uplift requirements. Supplying progress reports to the helpdesk as required.
 - Implement a full regime of statutory testing, monitoring and reporting including updating the Authority's database with the addition and removal of assets as buildings are added, removed and updated.

- Produce a 5-year lifecycle management plan to ensure the Authority is aware of upgrade costs to the M&E and building fabric which will enable the FM team to budget accordingly.

1.6 The procurement strategy of the M&E & Buildings contract will be by way of Open Tender and will be advertised at the Find a Tender (FATS) website, which has replaced the Official Journal of the European Union, and on the Contracts Finder site. This is aligned and agreed with procurement colleagues and in line with the councils' own policies and procedures.

2. Main Issues

2.1 The value of this contract is split into several categories, and due to the reactive nature of the contract, and relevant market conditions the anticipated contract value is estimated (based over previous financial years):

We anticipate and estimate that the expected contract spend, will be:

- Core PPM contract - £1,200,000 pa (currently £650k + NSH £220K)
- Reactive (Helpdesk) - £650,000 pa
- Remedial spend (repairs following services & maintenance) - £900,000 pa
- Planned Spend (work requested that do not fall under routine service) - £450,000 pa
- Capital Projects Spend (works over £10,000 with an improvement to a building) - £1,000,000 pa

2.2 It is worth noting that the current M&E and Buildings contract is not an official SFG20 legislative compliant, which we are now including within this new contract procurement. This will incur additional cost but ensures we will be fully compliant and assured to current legislative standards (SFG20) and also enables CCC to be abreast of any legislative changes to building standards which are automatically adopted as part of this license.

2.3 SFG20 was created in 1990 by the Building Engineering Services Association (BESA) and is recognised as the UK industry standard for building maintenance specifications. The database contains over 1200 maintenance schedules for more than 70 equipment types, which are kept updated by BESA. This removes the requirements of consulting the manufacturer guidelines for each asset, saving time and making it easier for an organisation to remain compliant. These schedules are updated monthly to ensure that the organisation is following industry standards, regulations and best practice and can be integrated effectively and efficiently within Concerto (CCC's new Asset Management CAFM system)

2.4 This does mean that we anticipate the cost of the Core PPM contract to increase as we ensure that every statutory compliant asset is serviced and maintained in accordance with manufacturers guidance and central government legislation as we include more assets to be serviced and maintained. We anticipate this increase to be in the region of 35% per year. It is anticipated that through the savings and outcomes of estates management actions and the corporate property strategy the uplift in costs will be contained within the overall existing budget envelope. The improved planned preventative maintenance through the SFG20 standards will reduce the need for reactive repairs because of failure, thus reducing this budget over the course of the contract. The extent of additional cost is and can only be estimated and this will be realised and actual once tenders are received from the procurement exercise.

- 2.5 New Shire Hall was not included in the current M&E contract and is currently maintained separately under a Scape Framework, to allow the constructing contractor (RG Carter) to maintain and service under defect liability. From the start of the new contract, NSH will be included in the new main contract and the budget of c£220k will be moved over and included in the core PPM contract budget.
- 2.6 Based on previous contract spend, and the upgrade to SFG20 standards, the anticipated total estimate contract value is anticipated to be circa £4.2m pa (£12.6m over the initial 3 years of the contract), this is broken down within item 2.1.
- 2.7 As we apply Asset Management Strategic principles and properties are added, removed, and altered, costs will naturally fluctuate. Reactive jobs through the helpdesk and remedial spend based on repairs following routine servicing is difficult to budget for, but the figures above are sensible estimates based on previous years, adding in some inflationary costs on materials and labour.
- 2.8 The existing estate is being reviewed as part of the new Corporate Property Asset Strategy and the move to Corporate Landlord. One of the outcomes from this will result in potential rationalisation and reduction of the estate. If the estate reduces as we review our asset strategy, then we will see a reduction in the Core PPM contract cost, and it is anticipated these potential differences will be programmed in more detail nearer the start of this new contract but will enable the existing budget to fund all work.
- 2.9 Under the current and proposed terms, other bodies can have access to the term contractor (e.g. Education Capital, School Academies) but the sole instruction of this contract will be managed through the Facilities Management team in Property Services.
- 2.10 The Facilities Management team will manage this contract, the performance and associated KPIs through the recently procured asset management system, 'Concerto'. We will be able to accurately manage and measure these KPIs against the set parameters agreed within the contract and ensure that the organisation is getting value for money and can more accurately budget and forecast each property's performance and interrogate live data and report on any discrepancies with confidence.
- 2.11 The contract specification will be based upon outputs designed to encourage cost saving and improved performance through innovation, adoption of environmentally friendly techniques and materials, recycling of expired equipment and the use of new technology and socially responsible practices.
- 2.12 Risks associated with not re-tendering the existing Mechanical/Electrical & Buildings contract are:
- 2.12.1 No proactive maintenance strategy that involves regular and routine maintenance of equipment, machinery, and other assets which would increase the likelihood of failure and not provide our statutory responsibilities.
- 2.12.2 Without a proactive approach to maintenance and addressing issues early and potentially operating an asset to the point of failure will result in an increase in cost of reactive maintenance which would then adversely affect key service delivery when a failure occurs.

- 2.12.3 Servicing and regular maintenance will increase the longevity of an asset and will allow an organisation to benefit greatly by planning a lifecycle management scheme.
- 2.12.4 Without the framework contractor, maintenance, both proactive and reactive would need to be sub-contracted for each issue raised which would be inefficient and difficult to resource
- 2.12.5 Be solely responsible for ensuring the organisation is up to date with the changing legislation for buildings and construction Health & Safety.
- 2.12.6 Be responsible for keeping an asset inventory up-to-date and compliant with any modifications documented and this includes location, serial numbers, manufacturers details and ensuring service and maintenance standards are adhered to for each asset which will be vastly different from each other.
- 2.12.7 Potential higher energy costs as equipment may not be correctly maintained or running to optimum efficiency or can interrogate the controls or set parameters.

3. Alignment with ambitions

- 3.1 Net zero carbon emissions for Cambridgeshire by 2045, and our communities and natural environment are supported to adapt and thrive as the climate changes.

The following bullet points set out details of implications identified by officers:

- The contract will be assisting the organisation to continue implementing strategies and processes to reduce energy consumption.
- Minimise waste and look at new methods for recycling materials.
- Promote sustainable practices within our estate.
- Educate employees by influencing behaviour and practices by encouraging the organisation to implement carbon-saving practices.
- Having a contractor who understands and is supporting and aligned with the council's decarbonisation ambitions and able to handle every aspect of building and asset management and will help the organisation to innovate.

- 3.2 Travel across the county is safer and more environmentally sustainable.

The following bullet points set out details of implications identified by officers:

- The contractor will need to ensure that as service and maintenance is provided to the estate, that every effort is made to promote sustainability by reducing travel and their carbon footprint where possible.
- The organisation will seek to procure a contractor that takes sustainable travel seriously, this may involve the provision of electric fleet where practicable.

- 3.3 Health inequalities are reduced.

There are no significant implications for this ambition.

- 3.4 People enjoy healthy, safe, and independent lives through timely support that is most suited to their needs.

There are no significant implications for this ambition.

- 3.5 Helping people out of poverty and income inequality.

There are no significant implications for this ambition.

- 3.6 Places and communities prosper because they have a resilient and inclusive economy, access to good quality public services and social justice is prioritised.

The following bullet points set out details of implications identified by officers:

- The contractor will be responsible for servicing and maintaining public services assets and therefore their efficiency, and purpose will be fit for use, safe, and accessible.
- The contractor will work with the Council to ensure we understand the needs of the local population, which are ever changing, therefore providing opportunities for everyone to access such facilities thus creating greater fairness in our society.

- 3.7 Children and young people have opportunities to thrive.

The following bullet point set out details of implications identified by officers:

- Well maintained, safe and fit for purpose buildings will enable Children and young people to thrive in this environment.

4. Significant Implications

4.1 Resource Implications

Should this contract not be re-tendered there will be major significant resource implications as the compliance servicing and testing can not be completed by CCC employees.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

The Cambridgeshire County Council (CCC) Procurement Team have been working closely with the service area to agree the procurement strategy.

The procurement will be issued as an OPEN (FTS) tender and be an above threshold procurement that will be fully compliant with the councils contract procedure rules.

We have engaged with Pathfinder Legal already to inform them of this upcoming re-procurement process, to ensure there are no delays.

4.3 Statutory, Legal and Risk Implications

The provision of service, repair and maintenance of our corporate buildings is required to ensure that the Council meets numerous statutory obligations in relation to Health & Safety,

current legislation and best practice. Failure to provide such services could lead to enforcement or legal action being taken against the Council.

4.4 Equality and Diversity Implications

There are no significant implications within this category.

4.5 Engagement and Communications Implications

There are no significant implications within this category.

4.6 Localism and Local Member Involvement

There are no significant implications within this category.

4.7 Public Health Implications

There are no significant implications within this category.

4.8 Climate Change and Environment Implications on Priority Areas:

4.8.1 Implication 1: Energy efficient, low carbon buildings.

Positive Status:

Explanation:

Implementing strategies and processes to reduce energy consumption, minimize waste, and promote sustainable practices within the organisation's facilities.

4.8.2 Implication 2: Low carbon transport.

Positive/neutral/negative Status:

Explanation:

Not Applicable

4.8.3 Implication 3: Green spaces, peatland, afforestation, habitats and land management.

Positive/neutral/negative Status:

Explanation:

Not Applicable

4.8.4 Implication 4: Waste Management and Tackling Plastic Pollution.

Positive/neutral/negative Status:

Explanation:

Not Applicable

4.8.5 Implication 5: Water use, availability and management:

Positive/neutral/negative Status:

Explanation:

Not Applicable

4.8.6 Implication 6: Air Pollution.

Positive/neutral/negative Status:

Explanation:
Not Applicable

4.8.7 Implication 7: Resilience of our services and infrastructure, and supporting vulnerable people to cope with climate change.

Positive/neutral/negative Status:

Explanation:
Not Applicable

Have the resource implications been cleared by Finance? Yes

Name of Financial Officer: Stephen Howarth

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the Head of Procurement and Commercial? Yes Name of Officer: Clare Ellis

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or Pathfinder Legal? Yes Name of Legal Officer: Emma Duncan

Have the equality and diversity implications been cleared by your EqIA Super User?
No N/A Name of Officer:

Have any engagement and communication implications been cleared by Communications?
Yes or No Name of Officer: Christine Birchall

Have any localism and Local Member involvement issues been cleared by your Service Contact? No Name of Officer: n/a

Have any Public Health implications been cleared by Public Health? Yes
Name of Officer: Kate Parker

If a Key Decision, have any Climate Change and Environment implications been cleared by the Climate Change Officer? Yes Name of Officer: Emily Bolton

5. Source documents

5.1 None.

Reinforced Autoclaved Aerated Concrete (RAAC) school buildings

To: Assets and Procurement Committee

Meeting Date: 18 October 2023

From: Executive Director Finance and Resources

Electoral division(s): All

Key decision: Yes

Forward Plan ref: 2023/055

Outcome: Committee is asked to note the update and findings following the completion of the surveys of School buildings in line with DfE requirements regarding potential safety concerns in school buildings constructed from RAAC.

Recommendation: Committee is asked to:

- a) note the completion of the surveys and the findings;
- b) commend the proactive cross council working within Property and Education teams to be in the position for CCC to report the outcome;
- c) that 268 schools were either assessed or surveyed and no presence of RAAC was found.

Officer contact:

Name: Chris Ramsbottom
Post: Service Director - Property
Email: chris.ramsbottom@cambridgeshire.gov.uk

1. Background

- 1.1 Reinforced Autoclaved Aerated Concrete (RAAC) was used as a construction material in schools, colleges and other types of building, notably hospitals, from the 1950s until the mid-1990s. It may therefore be found in any school and college building (educational and ancillary) that was either built or modified within this time period. The Department for Education (DfE) have published advice to schools and responsible bodies, such as local authorities and multi-academy trusts, to manage the potential risks of RAAC since 2018 by providing guidance and funding. However, more recent research into the product resulted in the DfE being less confident that buildings containing RAAC could remain open without extra safety measures being in place, as was the advice up until this point in time. As a result, on 31 August 2023 the DfE changed their approach and issued new guidance and advised all education settings were required to close any spaces or buildings that are known to contain RAAC to allow them to put mitigations in place. In 2022, the Department for Education sent a questionnaire to all responsible bodies, asking them to provide information to help them understand the use of RAAC across the school estate and make sure the correct support is in place. Recent research suggesting the potential of sudden collapse changed their assessment of the risk that RAAC poses to building safety, hence the change in guidance in August 2023.
- 1.2 Reinforced Autoclaved Aerated Concrete (RAAC) construction as stated was used in buildings during the second half of the 20th century (1950s to mid 1990s). It was most commonly used in widespan buildings such as school halls and gyms and hospital operating theatres. It has proved that over time the roof structure can start to fail due to the lack of strength in the product with a potential for sudden collapse, where deterioration and cracking is prevalent usually as a result of water ingress. In the public sector, schools and hospitals were identified as particular areas of risk.
- 1.3 The key risk from RAAC in buildings is a spontaneous collapse. The consequences of this in a space that could be occupied by numerous people is obvious. This paper provides an update on the work CCC have proactively carried out since July 2021 to confirm the presence or otherwise of RAAC in its Estate, with particular emphasis on schools in alignment with the DfE guidance.

2. Main Issues

- 2.1 CCC committed to investigating and surveying all the school portfolio of buildings for the presence of RAAC and followed the DfE government guidance on how to approach the identification of RAAC. As the risk has been more widely recognised the DfE have issued further specific guidance on this process and CCC's existing processes followed this and have been updated as further guidance has been issued.
- 2.2 The basic process followed was an initial desktop study of all school sites to determine buildings which were of an age and potential type that fell within the window of time when RAAC was used as a construction material. These buildings were then identified as requiring a physical inspection on site to verify if RAAC is present. This commenced with an initial visual onsite inspection (stage 1). However, in many cases the roof structure was concealed behind false ceilings and other finishes. This is further complicated by the time window involved being one where asbestos was still being used in ceiling boards, artex and

other finishing materials within the construction industry. This meant that where an intrusive survey was required, this may be also intruding into potential asbestos containing materials (ACMs). Therefore, this in turn required specialist asbestos contractors to work alongside the Building Surveyors to undertake the intrusive inspections (stage 2). On the grounds of health and safety it was decided that school sites were unable generally to have intrusive inspections carried out during term time, and therefore we programmed the work to be carried out during the school holiday periods to work within an empty building.

- 2.3 CCC Property and Education Capital procured Pick Everard consulting building surveyors to carry out the surveys on our behalf with a comprehensive programme of work developed and funding provided. There were 268 schools in total with 228 requiring survey as they met the criteria for possibly having RAAC, as they were constructed between 1950 and mid 1990s, with a further 40 schools assessed but didn't require surveying as they were new schools built well after the mid 1990s. In total all 268 schools were either assessed or surveyed. The Director of Education facilitated access to all school sites to ensure any delays due to access issues were minimised.
- 2.4 A number of Cambridgeshire school properties are let on 125 year leases to Academy Trusts. CCC prudently took the decision that to meet its statutory obligations in relation to safety, education and safeguarding that CCC itself should also undertake the inspections at Academy sites that meet the survey criteria. This was for the following reasons:
- i) as the Local Educational Authority, CCC retains a duty of care and responsibility for all pupils attending Cambridgeshire schools.
 - ii) CCC have direct experience of trusts not always having the necessary expertise to manage technical safety matters and we realised the importance of consistency and urgency in carrying out the surveys to understand the position across the whole of Cambridgeshire.
 - iii) as the landlord and property owner CCC retains some legal responsibilities, especially if RAAC was detected it may be regarded as a 'latent defect' under the leases i.e. CCC as landlord may be liable for it and its repair.

This decision ensured that CCC was sighted on the RAAC status of every state school site.

- 2.5 All assessments, Stage 1 and Stage 2 surveys were completed at all 268 schools. The change in DfE guidance on 31 August resulted in a request from our consultant to revisit 7 schools previously surveyed in 2021, to check findings, these were carried out over weekends and brought forward from the October half term to deliver as early as possible.
- 2.6 As a result of the DfE revised guidance on the 31 August 2023 and the subsequent national press interest this generated, the Service Director Education wrote on 3 September 2023 to Cambridgeshire Schools to confirm the position in their school regarding RAAC.
- 2.7 Therefore we can report and give the committee assurance that RAAC has not been found present in any of the 268 schools within Cambridgeshire. These schools are split between:
- Maintained Schools - 114
 - Voluntary Aided Schools - 12
 - Academy Trust Schools - 112

- 2.8 As a note for committee the non school premises within the Council's property portfolio were also assessed in 2021 and five buildings were deemed to require surveying for RAAC. These surveys were carried out and no RAAC was found. We are currently updating and carrying out further desktop investigation within the whole portfolio but have no concern that RAAC is within any of our non-school buildings.

3. Alignment with ambitions

- 3.1 Net zero carbon emissions for Cambridgeshire by 2045, and our communities and natural environment are supported to adapt and thrive as the climate changes.

There are no significant implications for this ambition.

- 3.2 Travel across the county is safer and more environmentally sustainable.

There are no significant implications for this ambition.

- 3.3 Health inequalities are reduced.

There are no significant implications for this ambition.

- 3.4 People enjoy healthy, safe, and independent lives through timely support that is most suited to their needs.

There are no significant implications for this ambition.

- 3.5 Helping people out of poverty and income inequality.

There are no significant implications for this ambition.

- 3.6 Places and communities prosper because they have a resilient and inclusive economy, access to good quality public services and social justice is prioritised.

There are no significant implications for this ambition.

- 3.7 Children and young people have opportunities to thrive.

As a result of the survey outcomes children and young people are able to enjoy and be educated within Cambridgeshire school buildings with no risk from RAAC collapse.

4. Significant Implications

- 4.1 Resource Implications

The following bullet points set out details of significant implications identified by officers:

- The cost of carrying out the surveys by the consultant was funded from existing building maintenance budget and has incurred a cost with some invoices still to be presented at circa £95,000.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications
N/A.

4.3 Statutory, Legal and Risk Implications
N/A

4.4 Equality and Diversity Implications
N/A

4.5 Engagement and Communications Implications
N/A

4.6 Localism and Local Member Involvement
N/A

4.7 Public Health Implications
N/A

4.8 Climate Change and Environment Implications on Priority

4.8.1 Implication 1: Energy efficient, low carbon buildings.
Neutral Status:
Explanation: No impact

4.8.2 Implication 2: Low carbon transport.
Neutral Status:
Explanation: no impact

4.8.3 Implication 3: Green spaces, peatland, afforestation, habitats and land management.
Neutral Status:
Explanation: no impact

4.8.4 Implication 4: Waste Management and Tackling Plastic Pollution.
Neutral Status:
Explanation: no impact

4.8.5 Implication 5: Water use, availability and management:
Neutral Status:
Explanation: no impact

4.8.6 Implication 6: Air Pollution.
neutral Status:
Explanation: no impact

4.8.7 Implication 7: Resilience of our services and infrastructure, and supporting vulnerable people to cope with climate change.

neutral Status:

Explanation: no impact

Have the resource implications been cleared by Finance? Yes

Name of Financial Officer: Stephen Howarth

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the Head of Procurement and Commercial? Yes Name of Officer: Clare Ellis

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or Pathfinder Legal? Yes Name of Legal Officer: Emma Duncan

Have the equality and diversity implications been cleared by your EqIA Super User? Not applicable Name of Officer:

Have any engagement and communication implications been cleared by Communications? Yes Name of Officer: Kathryn Rogerson

Have any localism and Local Member involvement issues been cleared by your Service Contact? Not a local issue. Name of Officer:

Have any Public Health implications been cleared by Public Health? Yes Name of Officer: Kate Parker

If a Key decision, have any Climate Change and Environment implications been cleared by the Climate Change Officer?

Not applicable

Name of Officer:

5. Source documents guidance

5.1 Source document

[Reinforced Autoclaved Aerated Concrete Identification Guidance - hyperlink](#)

5.2 Location

Government website

Update on Disposal of Former Mill Road Library

To: Assets and Procurement Committee

Meeting Date: 18 October 2023

From: Executive Director: Finance and Resources

Electoral division(s): Petersfield

Key decision: No

Forward Plan ref: N/a

Outcome: This Report is an update requested after the Strategy and Resources Committee on 28 March 2023 which approved the sale of the former Mill Road Library to Centre 33.

Recommendation: Committee to note current progress on the Heads of Terms.

Officer contact:

Name: John Macmillan
Post: Group Asset Manager
Email: john.macmillan@cambridgeshire.gov.uk
Tel: 07808 861 360

1 Background

- 1.1 The Strategy and Resources (S&R) Committee on the 28 March 2023 approved the sale of the former Mill Road Library to Centre 33 and requested an update at a future committee within six months.
- 1.2 The Committee delegated authority to the Executive Director of Finance and Resources to agree terms, execute the documentation, and complete the disposal, in consultation with the Chair and Vice-Chair of Strategy and Resources Committee.
- 1.3 Attached as Appendices are the original report to Strategy and Resources Committee on 28 March 2023, the original marketing particulars and the Committee Decision Statement published 30 March 2023.

2 Update

- 2.1 Following the S&R Committee decision on 28 March 2023 the unsuccessful bidders were advised that their bids were unsuccessful by CCC's agents, Gerald Eve.
- 2.2 Centre 33's offer was conditional on Planning Permission for their proposed use.
- 2.3 In the last six months the Centre 33 team have visited the property many times with their consultants, including architects, structural engineers and building surveyors, to investigate the historic structure, prepare designs, layouts and produce costings. They have not yet made a planning application.
- 2.4 Following discussions with Centre 33, Heads of Terms were issued which detail the disposal terms, as proposed in their Bid. The item in the Head of Terms which has taken most time to agree has been the mechanism to restrict future use to what they originally proposed, and how this could be achieved legally.
- 2.5 Pathfinder Legal Services have advised on the terms and clauses that may be used to protect the interests of the Council, and which are aligned to the bid received.
- 2.6 Heads of Terms were agreed in principle with Centre 33 on the 12 September 2023. After the October A&P committee meeting Centre 33 will be sent a legal pack and given 15 days to exchange and pay a non-refundable 10% deposit.

3. Alignment with ambitions

- 3.1 Net zero carbon emissions for Cambridgeshire by 2045, and our communities and natural environment are supported to adapt and thrive as the climate changes
 - Disposal of an older and therefore inefficient building
- 3.2 Travel across the county is safer and more environmentally sustainable
 - There are no significant implications for this ambition.

- 3.3 Health inequalities are reduced
- There are no significant implications for this ambition.
- 3.4 People enjoy healthy, safe, and independent lives through timely support that is most suited to their needs
- Prospective purchaser supports vulnerable young people with their mental health, caring responsibilities, housing, and sexual health.
- 3.5 Helping people out of poverty and income inequality
- There are no significant implications for this ambition.
- 3.6 Places and communities prosper because they have a resilient and inclusive economy, access to good quality public services and social justice is prioritised
- Prospective purchaser supports vulnerable young people with their mental health, caring responsibilities, housing, and sexual health.
- 3.7 Children and young people have opportunities to thrive
- Prospective purchaser supports vulnerable young people with their mental health, caring responsibilities, housing, and sexual health.

4. Significant Implications

- 4.1 This is an update report about the progress of the sale which was decided at Strategy and Resource Committee on 28/03/2023 and there are no significant new implications to report in this section.
- 4.2 The previous report is attached as an appendix and can be found at [Council and committee meetings - Cambridgeshire County Council > Meetings \(cmis.uk.com\)](https://cmis.uk.com/Council-and-committee-meetings-Cambridgeshire-County-Council)

5. Source documents

- 5.1 Source documents
- [Strategy and Resource Committee report 28/03/2023](#)
 - [Strategy and Resource Committee Decision Statement published 30/03/2023](#)
 - Marketing of Site Particulars (attached as appendix)



FORMER LIBRARY, MILL ROAD, CAMBRIDGE, CB1 2AZ
GRADE II LISTED FORMER LIBRARY (F1 USE CLASS)

The Opportunity

- Grade II listed Former Library (F1 Use Class)
- Double height hall at ground floor level
- Gross internal floor area of approximately 292 sq m (3,144 sq ft)
- Site area of c.0.67 acre
- 0.4 miles north of Cambridge train station
- Suitable for a variety of community uses, with scope for conversion to alternative uses subject to planning permission



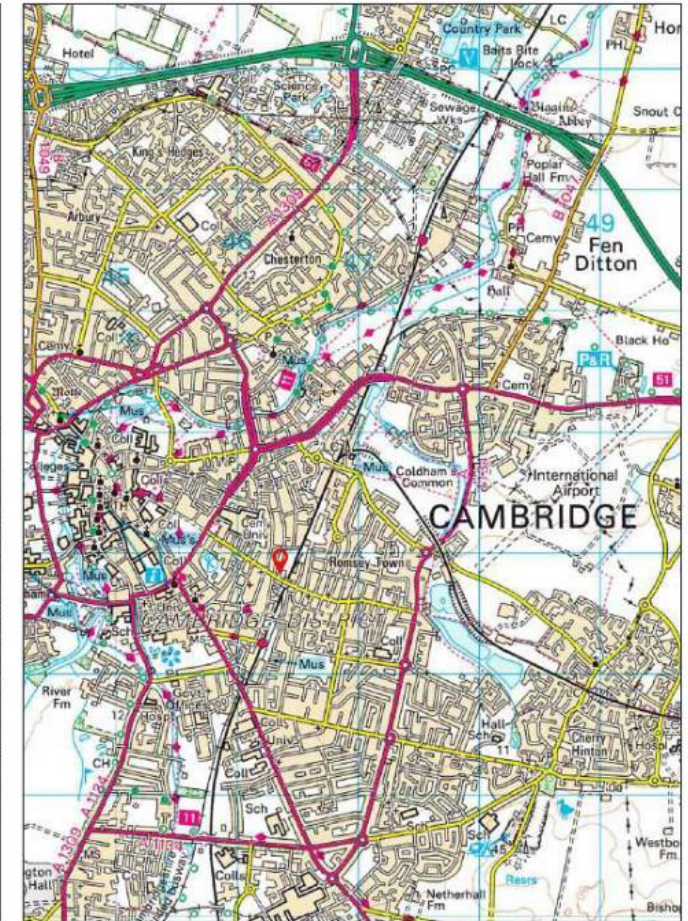
Location

The property is located on Mill Road in Cambridge, less than 1 mile from the city centre. Conveniently positioned 0.4 miles north of Cambridge station, providing direct trains to London in 48 minutes. Road links are good with easy accessibility to both the M11 and the A14, and a bus stop is located within 0.1 mile of the property.

The surrounding area is predominantly residential in character, with a mix of various commercial uses and transport links nearby. A 182-dwelling residential development has recently achieved practical completion directly north of the subject property, and another development is currently under construction to the east. The premises are bounded by Victorian terrace properties to the west and south, some of which have been converted for alternative commercial use.



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Description

The former library comprises an attractive part semi-detached and double height Victorian hall that benefits from excellent prominence on both Mill Road and Headly Street. The property was built in 1892 and comprises solid red brick masonry, configured over the ground floor with ancillary accommodation in the basement. The building is Grade II listed and boasts decorative stonework, double height windows and ornate features.

There are 3 public car parking spaces directly outside of the property entrance.

Accommodation

The property provides the following approximate gross internal floor areas:-

Accommodation	GIA	GIA
Ground Floor	240 sq m	2,588 sq ft
Basement	52 sq m	556 sq ft
Total	292 sq m	3,144 sq ft

We have scaled the Ordnance Survey map of the subject premises and calculate the total site area to be 0.667 acre.

Tenure

The property is offered either freehold with vacant possession or long leasehold.

A temporary tenancy is currently in occupation, which will expire in October 2022.



Planning

We understand that the property has planning permission for its current community use, which falls within use class F1 of the Use Classes Order, formerly part of the D1 Use Class.

The subject premises are Grade II listed and is situated within the Mill Road Conservation Area and the Mill Road Opportunity Area. Listing Number – 1126141, first added on 2nd November 1972.

The property has also been nominated and recorded on the list of Assets of Community Value held and maintained by Cambridge City Council.

We are of the opinion that the property is suitable for a variety of community uses and could also be converted to provide a range of alternative uses, including; use as a nursery, residential or mixed use, subject to planning permission.

VAT

We are advised that the property is not elected for VAT.

Offers

We are inviting offers on behalf of the vendors for the freehold and leasehold interest by way of informal tender. The vendors have a preference for an unconditional sale.

Guide Price

Offers in excess of £700,000 for the Freehold interest. Consideration will be given to offers that deliver environmental and social outcomes as well as a financial receipt.

Inspections

Inspections are strictly by prior appointment with the sole agents.

The property is offered for sale by the sole agents, Gerald Eve LLP.

Contacts

Myles Chamberlain

Mobile +44(0)7385 933680
mchamberlain@geraldeve.com

Ben Gilbey

Mobile +44(0)7393 764732
bgilbey@geraldeve.com



Contacts

Myles Chamberlain
Mobile +44(0)7 385 933680
mchamberlain@geraldeve.com

Ben Gilbey
Mobile +44(0)7 393 764732
bgilbey@geraldeve.com



GERALDEVE

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Land and Property Performance Report

To: Assets and Procurement Committee

Meeting Date: 18th October 2023

From: Executive Director of Finance and Resources

Electoral division(s): All

Key decision: No

Forward Plan ref: N/a

Outcome: That Committee considers and notes the information below on the activity and performance of the Property Team.

Recommendation: The Committee is asked to note the contents of the report and identify further reporting to be presented and considered to show the transformation, change and improvements at future meetings of this Committee.

Officer contact:
Name: Chris Ramsbottom
Post: Service Director Property
Email: chris.ramsbottom@cambridgeshire.gov.uk

1. Background

- 1.1 The Property Team is responsible for the strategic and operational management of approximately 1400 different individual assets (buildings and land). These are both owned and leased by the Council. The assets range from Operational buildings such as Offices, Libraries, Childrens and Adult Centres as well as 33,000 acres of Land, the County Farm Estate with 160 tenants and a £6m revenue and a £150m commercial investment portfolio, with an overall value of assets of approximately £1.4bn with overall circa £16m of rental income per annum. The Property Team has a net revenue budget of £4.5m per annum.
- 1.2 The Property Team numbers 46 FTE and is divided between three teams.
- Strategic Assets and Estates (Urban, Rural, Commercial Investments).
 - Facilities Management (Soft, Hard, and Project work).
 - Property Compliance and Health and Safety.

2. Main Issues, Governance and Performance

- 2.1 Although Cambridgeshire County Council operates under a Corporate Landlord Model whereby the ownership of assets and the responsibility for their management, maintenance and funding is transferred from services to a central corporate body (Property Services i.e the Corporate Landlord), this model requires strengthening and embedding further across the council which will then enable a more strategic approach to property and asset management which is truly aligned to the Councils Strategic Framework, its vision and contribute to the achieving of the Councils 7 ambitions.
- 2.2 Strategically Property are currently developing a new Corporate Property Strategy. It will provide strategic direction and orientates the Council into how the property assets need to be managed, how it expects them to perform, and puts in place the governance structure within which property asset management will be aligned to corporate strategy and assets with performance and decision making identifies at a corporate level.
- 2.3 The Corporate Property Strategy will provide a high-level, long-term framework for the management and decision-making on all property assets.
- 2.4 Under a Corporate Landlord model Property is seen as a corporate asset with property acting as the landlord with service users as the tenant. The benefits for this approach is efficiency, consistent health and safety standards, better statutory compliance, informed decision making at a corporate level and better quality of assets which are better utilised, are accessible and contribute to a better experience for the users of these assets. It will also enable better returns in our commercial investments.
- 2.5 Property Asset Management System
The Council have recently procured and implemented a Property Asset Management System which will when fully populated replace the current system of internal databases and spreadsheets, which hold all existing property data but is not widely accessible and integrated as a corporate data and performance system. This system will hold all property data within one system which will enable more effective cost data, collection of rents, utilisation data, health and safety compliance data all held within the same system which will ensure detailed reporting and performance management ability where all property

information is held in one place and is accessible to enable better intelligence and data led decision making.

2.6 Governance

Through the Corporate Property Strategy and the Corporate Landlord Model governance and assurance will be provided through a structure of complimenting Boards and Groups which manage the strategic and operational direction of property assets aligned with terms of reference and the Council's strategic framework. The Strategic Property Board will be the decision making board for property decisions. The Operation Asset Management Group will discuss all property activity and feed into the board for decision making. It is also the intention to develop service asset management groups which will focus on understanding each service property needs both now and in future transformations to allow these to feed into the overall corporate picture. Decisions meeting the delegation criteria will be taken to the Asset and Procurement Committee for approval or information.

2.7 Performance

Across the Property Service there are a range of measures to assess performance and effectiveness of our estate. These are internal measures as well as benchmarking against similar bodies via the use of CIPFA amongst others.

We are currently reviewing the KPI and measures we are collating to ensure that they are relevant and can be used to drive improvement and change where required and also give a true outcome and comparison with others similar authorities.

The re procurement of the M&E, Building Framework Contract will include within the contract a suite of KPI'S which will measure, challenge and incentivise the contractor to perform and meet the performance we will expect.

The following are current key measures we report and benchmark performance against:

- **Water Hygiene**

Compliance	No of sites	Current Position	Annual
Water Hygiene Legionella testing	101	21% Completed 31% Quoted and Programmed 48% To Arrange	On Target
Water Temperature Monitoring	101	98% Completed	On Target

- **Asbestos Management**

Compliance	No of sites	Current Position	Annual
Annual review of individual site Asbestos Asset Management Plans	137	81% complete	On Target

- **Fire Safety**

Compliance	No of Sites	Current Position	Annual
Fire Risk Audits	188	98% Complete	On Target
Fire Extinguisher Maintenance	188	76% complete	On Target

- **Control Of Contractors**

This is a system where we manage and measure our contractors who visit our sites To carry out work against the 5 C's Control of Contractor system we use. The 5 C,s which are measured are Control of contractor, Co-ordination, Communication, Competence and Co-operation.

Compliance	No sites	No of Sites checked by Compliance team for contractor adherence	Annual Target 100%
Audit that Contractor adherence on site to the 5 C model	188	27%	Off Target (Resource issue to be addressed)

- **Ventilation**

Capital Ventilation work:

Adult Services Sites 11 No buildings, Contractor appointed, and all work programmed. On Target

Children services sites 22 No buildings, awaiting capital funding bid. Off Target

- **Property Compliance Training delivered by Compliance Team.**

This is internal training for site managers, custodians, caretakers to raise awareness of their responsibilities regarding 5C's, Asbestos management, Water Hygiene, Fire Safety etc.

10 Courses scheduled annually 3 Courses being delivered 7 still to deliver but are all booked onto. On target to deliver this financial year.

- **Strategic Estates**

We collate two Estate indicators which are corporately managed as part of the suite of Corporate Performance Indicators.

Indicator 171: Rent per acre obtained from Rural Estate. The target is £107/acre, this is based, set and benchmarked by Defra throughout the East of England. Our current performance is £146/acre which is a positive and improving outcome as a comparator with the rest of the East of England.

Indicator 204: Annual forecast of gross income from our commercial investment as a percentage of initial investment. The target is 6% and our forecast is we will achieve 5.79% and is an improving outcome.

3. Alignment with ambitions

- 3.1 Net zero carbon emissions for Cambridgeshire by 2045, and our communities and natural environment are supported to adapt and thrive as the climate changes

The following bullet points set out details of implications identified by officers:

- De-carbonisation of our existing building portfolio is a key strategy moving forward to assist the council achieving its net zero commitments.

- 3.2 Travel across the county is safer and more environmentally sustainable

There are no significant implications although property rationalisation with the required assets in the right locations with both public and active travel availability will contribute to this ambition.

- 3.3 Health inequalities are reduced

There are no significant implications.

- 3.4 People enjoy healthy, safe, and independent lives through timely support that is most suited to their needs

There are no significant implications.

- 3.5 Helping people out of poverty and income inequality

There are no significant implications.

- 3.6 Places and communities prosper because they have a resilient and inclusive economy, access to good quality public services and social justice is prioritised

A Corporate Property Strategy will enable economic growth within communities..

- 3.7 Children and young people have opportunities to thrive

Access to good quality public buildings will enable communities to thrive.

4. Significant Implications

Not required

5. Source documents

None

Procurement Governance and Performance Report

To:	Assets and Procurement Committee
Meeting Date:	18 th October 2023
From:	Executive Director of Finance and Resources
Electoral division(s):	All
Key decision:	No
Forward Plan ref:	N/a
Outcome:	That Committee considers and notes the information below on the activity, governance and performance of the Procurement and Commercial Team.
Recommendation:	The Committee is asked to note the contents of the report and identify further reporting to be presented and considered at future meetings of this Committee.

Officer contact:
Name: Clare Ellis
Post: Head of Procurement and Commercial
Email: clare.ellis@cambridgeshire.gov.uk
Tel: 01480 372345

1. Background

- 1.1 The Procurement Team was brought in house in April 2021 from LGSS, with a Head of Procurement appointed in January 2022. Following the corporate restructure in September 2022, the procurement and commercial teams were amalgamated under the new Head of Procurement and Commercial.
- 1.2 This report covers the activity of the Procurement and Commercial Team during the first quarter of 2023/24 with some information reaching back to financial year 2022/23.

2. Main Issues

- 2.1 Strategic governance for the Procurement and Commercial Team is provided through the Finance and Resources Directorate and by the Procurement Governance Board which is chaired by the Service Director for Finance and Procurement and comprises representatives from each of the Council's service directorates.

2.2 Key Activity:

- 2.2.1 In this quarter, 11 procurements were awarded, totalling £8.5m in value. The most significant was the Rapid Discharge and Transition services with a value of £3.2m.
- 2.2.2 At the end of the quarter, the team were managing 76 open procurements with a total value of £1,380m. The 3 contracts with the highest value are listed below:
 - Home and community DPS round 15 (Adults, Health and Commissioning): £300m (£3m p.a.) and high complexity.
 - Children's external placements DPS round 11 (Children, Education and Families): £470m (£4.7m p.a.) and medium complexity.
 - Children's external placements DPS round 9 (Children, Education and Families): £470m (£4.7m p.a.) and medium complexity.
- 2.2.3 During the same period, the team made £341,572 in savings from either procurement activity or by identifying efficiencies in current contract delivery. The most significant saving came from the mobile phone procurement which resulted in a saving of £252,946 due to the procurement route chosen. The most significant efficiency came from the identification of the duplicate funding of a block bed. These savings and efficiencies will be allocated to the corporate efficiencies target of £200,000 as appropriate.
- 2.2.4 Approximately £58,000 was achieved in market value (non-cashable) savings (the cheapest bidder compared to the average bid price).
- 2.2.5 Meanwhile the Commercial Team worked on the following projects:
 - Working with the ICB to identify instances where information had not been shared following funding changes. The result of this work is on-going, but initially a one-off savings of £78,000 has been achieved.
 - Supporting Adults Commissioning on a review of the Care Home Trusted Assessor service. It is expected that the review could lead to savings of approximately £50,000.
 - Support for the Waste PFI contract, the Commercial Team are leading on the legal/commercial workstream of this project, which has significant impacts for the Council.

- Supporting the Energy team on ensuring value and managing risk on the following projects: Swaffham Prior, Heat Pump Ready Contract.
- Support to the Streetlighting Team regarding a contractual matter in relation to their PFI.
- The Commercial Team are supporting the following business planning deep dives; Learning Disabilities, Energy, Transport, Waste & Environment, and ASC Client Debt.
- A review of contract risks has been undertaken on the Council's top 15 highest value contracts, specific guidance is being drafted to support contract managers working with suppliers that present high business continuity risks to the Council.

2.3 Procurement Pipeline

2.3.1 We are required by legislation to publish the Council's pipeline of large contracts. The Council is meeting this requirement and June's procurement pipeline, including all procurements valued over £500,000 is published and available here:

<https://www.cambridgeshire.gov.uk/asset-library/June-2023-Procurement-Pipelines.xlsx>

2.3.2 The Procurement Team are continuing to work with Services to refine this and further updates will be brought back to this Committee.

2.4 Waivers

2.4.1 During the 1st quarter of 2023/24, 38 waivers were applied for compared to 52 in the same period 2022/23.

2.4.2 Work continues to be carried out on pipeline and planning, as well as the accuracy and completeness of the contracts register. This will help drive further improvement in this area. Progress on this area will be reported each quarter to this Committee.

Directorate	New Requirement	Change to existing contract	Replacement of existing requirement
Adults, Communities and Health	2	2	0
Childrens, Education and Families	3	0	0
Customer and Digital Services	1	0	0
Finance and Resources	6	0	2
People and Communities (before structure change)	0	3	1
Place and Sustainability	4	2	2
Public Health	0	3	2
Strategy and Partnerships	2	3	0

2.5 Social Value

- 2.5.1 Since April 2022, the team has been embedding social value criteria in tender evaluation where possible and where the contract value is over £100,000. There have been limits to the extent this has been possible including the state of the market and the use of existing DPSs and frameworks.
- 2.5.2 Where we have used our partnership with the Social Value Partnership to embed social value, £293,472 has been committed and £7,227 delivered.
- 2.5.3 Work is underway to align the TOMs (Themes, Outcomes and Measures) to the Council's Ambitions so that future reporting can include this information. Feasibility work is also underway on the possibility of identifying local projects to align with the social value suppliers deliver.

2.6 Governance

- 2.6.1 Improving the governance around procurement activity has been a key priority of the Head of Procurement and Commercial over the last 18 months. The following improvements have been made during that time:
 - The Consultants Policy has been updated and a new electronic approval form introduced.
 - Guidance on waivers has been improved and the form updated so that it links clearly with the Contract Procedure Rules.
 - The Contract Procedure Rules have been updated and are now supported by a practical Procurement Guide and procurement e learning which over 350 officers have completed.
 - Procurement Plans and Award Reports are now required to be signed off by Chief Officers for all procurements valued over £100,000.
 - A Procurement Governance Board has been established to provide strategic oversight for procurement and to manage procurement related risks.
 - Direct awards now need the approval of the Procurement Team before being progressed.
 - A signed copy of all contracts valued over £100,000 must be sent to the Procurement and Commercial Team for central storage.
- 2.6.2 However, there remain some governance concerns which CLT have agreed to improve the awareness of through their Directorates.
 - Only 52% of those mandated to complete the procurement training have done so. Work is under way to ensure that the mandated officers are reviewed and where necessary reminded of the need to complete.
 - Of the direct awards added to the Contract Register in Quarter 1, only 15% had received prior approval. The remainder are being investigated to determine the approach taken and if any remedial action is required.
 - Of the 50 contracts valued over £100,000 added to the Contract Register in Quarter 1, only 3 have been sent to the team for storage. The remainder are being chased.

3. Alignment with ambitions

- 3.1 Net zero carbon emissions for Cambridgeshire by 2045, and our communities and natural environment are supported to adapt and thrive as the climate changes

The following bullet points set out details of implications identified by officers:

- Each Procurement Plan identifies how that procurement aligns to each ambition.

- Selection and award questions on climate change are considered for all procurements valued over £100,000.

3.2 Travel across the county is safer and more environmentally sustainable

There are no significant implications although individual Procurement Plans will identify specific implications.

3.3 Health inequalities are reduced

There are no significant implications although individual Procurement Plans will identify specific implications.

3.4 People enjoy healthy, safe, and independent lives through timely support that is most suited to their needs

There are no significant implications although individual Procurement Plans will identify specific implications.

3.5 Helping people out of poverty and income inequality

There are no significant implications although individual Procurement Plans will identify specific implications.

3.6 Places and communities prosper because they have a resilient and inclusive economy, access to good quality public services and social justice is prioritised

There are no significant implications although individual Procurement Plans will identify specific implications.

3.7 Children and young people have opportunities to thrive

There are no significant implications although individual Procurement Plans will identify specific implications.

4. Significant Implications

Not required

5. Source documents

5.1 Source documents

None

Procurement Legislation

To: Assets and Procurement Committee

Meeting Date: 18th October 2023

From: Executive Director of Finance and Resources

Electoral division(s): All

Key decision: No

Forward Plan ref: N/a

Outcome: Committee is asked to consider the implications of forthcoming Procurement Act 2023 and note the key risks.

Recommendation: Committee is asked to note the report.

Officer contact:
Name: Clare Ellis
Post: Head of Procurement and Commercial
Email: clare.ellis@cambridgeshire.gov.uk
Tel: 01480 372345

1. Background

- 1.1 The Council is classified as a Contracting Authority under public procurement law. Since 2015 the Council has been operating under the Public Contract Regulations which are distilled into the Council's own Contract Procedure Rules.
- 1.2 Following Brexit, in July 2020 the Government published their Green Paper 'Transforming Public Procurement'. Following consultation, the Procurement Bill (2023) received its first reading in the House of Lords in May 2022.
- 1.3 Progress of the Bill through parliament has been subject to several delays, but it is currently expected to receive Royal Assent in Autumn 2023. Due to the extent of the required secondary legislation and the promised 6 month transition period, go live is expected in Autumn 2024.
- 1.4 The Procurement Act 2023 (as it will be known) represents the largest change the public sector has seen to procurement law so it is important that the Procurement and Commercial Team and the Council more generally are prepared and trained prior to go live.

2. Main Issues

- 2.1 The first significant change is that the Bill sets out the principles which must govern all the Council's procurement activity, these are value for money, maximising public benefit, transparency and acting with integrity. Our procurement activity must also support the delivery of the national priorities set out in the National Procurement Policy Statement; these are:
 - Creating new businesses, new jobs and new skills
 - Tackling climate change and reducing waste; and
 - Improving supplier diversity, innovation and resilience.
- 2.2 The current range of possible procurement processes are replaced with 2: the open tender which operates in the same way as the one we have now, and the competitive flexible procedure which we can design ourselves. There are a limited number of circumstances in which it may be possible to award a contract without competition – in order to protect life and public order.
- 2.3 There continues to be a special regime for social and education contracts – the Light Touch Regime. Health related contracts, though, will be covered by a new Provider Selection Regime established by the Health and Care Act 2022. This new Regime provides for 3 decision circumstances:
 - Continuation of existing arrangements where the incumbent is the only viable provider.
 - Identifying the most suitable provider where existing arrangements need to change considerably.
 - Competitive procurement.
- 2.4 For the first time, detailed provisions on contract management are set out, these include the steps that must be taken to manage a contract, strengthened rules around the payment of suppliers and the publication of supplier performance information.

- 2.5 Transparency is more important than ever, with a significant increase in the number of notices that must be published through the procurement and as the contract is being managed. Key new notices are:
- Contract details notice which includes (where the contract is valued over £5m) a requirement to publish a redacted copy of the contract.
 - Contract change notice to be published whenever changes are made to an above threshold contract.
 - Contract performance notice which must contain performance against published KPIs where the contract is valued over £5m.
- 2.6 Rules around modifying existing contracts remain strict:
- Any change to a contract is classified as substantial where it is valued over 10% of the original contract value.
 - A contract change notice will be required to be published when a contract is modified.
 - Modifications may trigger the need to re-publish a redacted copy of the contract.
- 2.7 In the short term it is anticipated that the impact on the Council will be as follows:
- Changes will be required to the Contract Procedure Rules and all related procurement documentation including the Procurement Guide and templates.
 - The Procurement and Commercial Team will need to complete the core training (3 days) with other key stakeholders being invited to the 1 hour briefing sessions.
- 2.8 In the medium term it is anticipated that the extent of the new transparency requirements and the need to publish notices throughout the term of the contract, rather than just during the procurement phase, may require a review of how contract information is recorded and managed. A review of how the Council resources the transparency requirements may also be needed. A specific risk assessment for this is in the process of being produced.

3. Alignment with ambitions

- 3.1 Net zero carbon emissions for Cambridgeshire by 2045, and our communities and natural environment are supported to adapt and thrive as the climate changes

There are no significant implications for this ambition.

- 3.2 Travel across the county is safer and more environmentally sustainable

There are no significant implications for this ambition.

- 3.3 Health inequalities are reduced

There are no significant implications for this ambition.

- 3.4 People enjoy healthy, safe, and independent lives through timely support that is most suited to their needs

There are no significant implications for this ambition.

3.5 Helping people out of poverty and income inequality

There are no significant implications for this ambition.

3.6 Places and communities prosper because they have a resilient and inclusive economy, access to good quality public services and social justice is prioritised

There are no significant implications for this ambition.

3.7 Children and young people have opportunities to thrive

There are no significant implications for this ambition.

4. Significant Implications

Not used.

5. Source documents

5.1 Source documents

[The Procurement Bill 2023](#)

Assets and Procurement Committee Draft Training Plan

To: Assets and Procurement Committee

Meeting Date: 18 October 2023

From: Executive Director for Finance and Resources

Electoral division(s): All

Key decision: No

Forward Plan ref: N/A

Outcome: The Committee is asked to consider a proposed training programme to support members awareness and understanding in carrying out their functions.

Recommendation: The Committee is asked to:

- Note the report,
- Consider both the format and content of the draft training plan attached at Appendix 1, noting any changes in that or timings.

Officer contact:

Name: Michael Hudson

Post: Executive Director, Finance & Resources

Email: Michael.hudson@cambridgeshire.gov.uk

Tel: 01223 699013

1. Background

- 1.1 It is recognised by bodies such as The Chartered Institute of Public Finance and Accountancy (CIPFA) that while expertise in the areas within the remit of the committee is very helpful, the attitude of committee members and willingness to have appropriate training are of equal importance. As such the recommended practice is for committees to review and assess themselves annually or to seek an external review. This review should also help inform a planned programme of regular training to address gaps and maintain standards.
- 1.2 As a new Committee the Assets and Procurement Committee has not received specific training on the matters under its terms of reference, although some training was provided to the former Strategy and Resources Committee and members induction following the last County Elections – June 2021. As such this report contains suggestions to continue to improve its support for members and a programme to look at providing a strong framework that covers the areas covered by the Committee as well as emerging changes.

2. Main Issues

- 2.1 Local government property and procurement is continuing to evolve. The Council is due to revise its Land and Property Strategy in the next few months and nationally there are significant changes planned to Procurement Legislation. Committee members have a significant number changes it needs to consider and plan for. Whilst we acknowledge the high competency of the County Council's members, we continually strive to ensure all of its members have access to training to maintain those skills.
- 2.2 The attached Appendix sets out a proposed training plan for the remainder of this electoral cycle.
- 2.3 It is suggested that to create flexibility and recognise the demands on members the programme should be a mixture of face-to-face delivery and on-line training. Where training is held face to face every effort will be made to set dates significantly in advance to allow members to attend and aligned with the Committee dates, although where members cannot attend, all training will be recorded and available for non-attendees to follow up at a later date.
- 2.4 It is suggested that the training be provided by a mixture of officers and external advisors at nil cost. Officers are also exploring a range of mediums for training including short (5-10 minute) on-line videos to provide more background information on key aspects of the functions. Members could choose selections to view based on their interest and experience.
- 2.5 Going forward we would undertake skills-based assessments to drive amendments and additions to this programme, as well as the level at which the training is pitched to meet needs, and focus in on Cambridgeshire County Council specific issues.
- 2.6 Members will be encouraged to attend / complete all training modules. Alongside this the programme will continue to be reviewed in light of emerging developments from CIPFA, Local Government Association (LGA) and other professional bodies such as the Chartered Institute for Procurement (CIPs).
- 2.7 Officers will carry out a post training session evaluation and will continually seek advice and

comments from members attending on the focus and style of training.

- 2.8 It is suggested this programme could inform the future Annual Report presented to Full Council by the Chair of the Committee to demonstrate the effectiveness of the Committee.

3. Alignment with corporate priorities

3.1 Environment and Sustainability

There are no significant implications for this priority.

3.2 Health and Care

There are no significant implications for this priority.

3.3 Places and Communities

There are no significant implications for this priority.

3.4 Children and Young People

There are no significant implications for this priority.

3.5 Transport

There are no significant implications for this priority.

4. Significant Implications

4.1 Resource Implications

There are no significant implications for this priority.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications for this priority.

4.3 Statutory, Legal and Risk Implications

There are no significant implications for this priority.

4.4 Equality and Diversity Implications

There are no significant implications for this priority.

4.5 Engagement and Communications Implications

There are no significant implications for this priority.

4.6 Localism and Local Member Involvement

There are no significant implications for this priority.

4.7 Public Health Implications

There are no significant implications for this priority.

4.8 Climate Change and Environment Implications on Priority Areas (See further guidance in Appendix 2):

4.8.1 Implication 1: Energy efficient, low carbon buildings.
Positive/neutral/negative Status: Neutral

4.8.2 Implication 2: Low carbon transport.
Positive/neutral/negative Status: Neutral

4.8.3 Implication 3: Green spaces, peatland, afforestation, habitats and land management.
Positive/neutral/negative Status: Neutral

4.8.4 Implication 4: Waste Management and Tackling Plastic Pollution.
Positive/neutral/negative Status: Neutral

4.8.5 Implication 5: Water use, availability and management:
Positive/neutral/negative Status: Neutral

4.8.6 Implication 6: Air Pollution.
Positive/neutral/negative Status: Neutral

4.8.7 Implication 7: Resilience of our services and infrastructure, and supporting vulnerable people to cope with climate change.
Positive/neutral/negative Status: Neutral

Have the resource implications been cleared by Finance? Yes or No
Name of Financial Officer: Stephen Howarth

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the Head of Procurement and Commercial?
N/A

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or Pathfinder Legal? Yes or No
Name of Legal Officer: Emma Duncan

Have the equality and diversity implications been cleared by your EqIA Super User?
N/A

Have any engagement and communication implications been cleared by Communications?
N/A

Have any localism and Local Member involvement issues been cleared by your Service Contact?

N/A

Have any Public Health implications been cleared by Public Health?

N/A

If a Key decision, have any Climate Change and Environment implications been cleared by the Climate Change Officer?

N/A

5. Source documents guidance

5.1 Source documents - none

Proposed Assets and Procurement Committee DRAFT / POTENTIAL Training Programme 2023-2025

Face to face training:	Potential E-Learning modules
2023/24	
Corporate Property – An introduction to what assets we hold, with information such as location, type of property, costs, valuation, etc. This will inform Members ahead of scrutiny of the Councils draft Strategy and Policies review.	Governance of contracts: An oversight of how procurement is managed in CCC, including what the sustainable procurement strategy and contract procedural rules mean to the way we work. What legislation governs the process?
Rural Farms: An introduction to the estate, the support provided to tenants, setting and collecting rent, potential future uses, etc... This will inform Members ahead of scrutiny of the Councils draft Strategy and Policies review.	Commissioning Cycle 1: An introduction to the process from commissioning to procurement and contract management
Building Health & Safety: What risks are faced and how do we manage and protect our estate. How is this managed. What inspection regimes exist. This again will inform Members ahead of scrutiny of the Councils draft Strategy and Policies review, as well as tendering and contracting.	Commissioning Cycle 2: An in-depth review of commissioning. How we decide to provide a service and what is considered in how the service is provided. How do we monitor and appraise the market?
National Procurement Legislation 1: This will focus on why there are proposed changes, the high level impact on the Council and our supplies, including local businesses.	Commissioning Cycle 3: An in-depth review of procurement. Including the process to bring a service to the market, thresholds and how we tender / seek quotes and what is considered before awarding.

Face to face training:	Potential E-Learning modules
2024/25	
National Procurement Legislation 2: An in-depth review of changes and what it means for the way CCC works. This will help inform reviews of our contract procedures and controls.	Commissioning Cycle 4: An in-depth review of contract management. How contracts are managed, including open book accounting, work inspections, and managing disputes.
Business Continuity: This will focus on what is Business Continuity in a land and property, as well as procurement world. When does it apply, how it is managed and what the Committee should look at in assessing the effectiveness of an organisation's response to incidents.	One Public Estate: How do we work with our partners; what difference factors do we need to consider in making decisions across partnerships.
Facilities management: What is it? How do we manage our estate buildings?	Social Value: What is it? How does it work in CCC and how can we maximise the value for the Council?
Our commercial estate: An introduction to our commercial estate, what is it, what is its value and how do we work with local businesses?	Working with Cambridgeshire SMEs: How much of our current spend is retained within Cambridgeshire? How do we work with local businesses?
2025/26	
Induction & Role of the Asset & Procurement Committee: Basic introduction to the purpose of the Committee, the Terms of Reference, Frequency and agenda of meetings, where to find further information and introduction to key officers and partners.	Commissioning Cycle: An introduction to the process from commissioning to procurement and contract management.

Assets and Procurement Committee Agenda Plan

Published on 2 October 2023

Updated on 10 October 2023

Notes

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

* indicates items expected to be recommended for determination by full Council.

+ indicates items expected to be confidential, which would exclude the press and public.

The following are standing agenda items which are considered at every Committee meeting:

- Minutes of previous meeting and Action Log
- Agenda Plan, Training Plan and Appointments to Outside Bodies and Internal Advisory Groups and Panels

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
18/10/23	Reinforced Autoclaved Aerated Concrete (RAAC) in Schools	C Ramsbottom	2023/055	06/10/23	10/10/23
	Electricity Procurement for 2024-28	S Wilkinson	2023/041		
	Property Disposal - Former school at Papworth	J Macmillan	2023/090		
	Mechanical, Electrical and Buildings Maintenance re-tender of contract for Cambridgeshire County offices, buildings and land assets	C Ramsbottom	2023/051		
	Update on the disposal of the former Mill Road Library, Cambridge	J Macmillan/ T Kelly	Not applicable		
	Procurement Governance and Performance report	M Hudson/ C Ellis	Not applicable		
	Procurement Legislation	C Ellis	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Land and Property Performance report	C Ramsbottom	Not applicable		
	+Procurement of consultants on the Cambridge Biomedical Campus Expansion	S Anderson	Not applicable		
28/11/23	Sustainable Commissioning and Procurement Strategy	C Ellis	Not applicable	16/11/23	20/11/23
	Land and Property Performance	C Ramsbottom	Not applicable		
	This Land Shareholder Agreement	T Kelly	Not applicable		
	Procurement Performance	C Ellis	Not applicable		
	Schools condition and estate	J Lewis	Not applicable		
	Appointment of Shareholder Representative to Light Blue Fibre	C Clulow	Not applicable		
	Cambridge Shire Hall Update+ (Confidential item)	M Hudson	2023/081		
16/01/24 Reserve date	Land and Property Strategy 2024-29	C Ramsbottom	Not applicable	04/01/24	08/01/24
	Business Planning - Scrutiny and overview of Assets and Procurement Committee proposals	M Hudson	Not applicable		
21/03/24	Land and Property Performance	C Ramsbottom	Not applicable	11/01/24	13/01/24
	Procurement Performance	C Ellis	Not applicable		

Please contact Democratic Services democraticservices@cambridgeshire.gov.uk if you require this information in a more accessible format

Future items to be programmed:
Eastnet procurement - 2025