

HIGHWAYS AND COMMUNITY INFRASTRUCTURE COMMITTEE



Cambridgeshire
County Council

Date: Tuesday, 13 September 2016

Democratic and Members' Services

Quentin Baker

LGSS Director: Law and Governance

10:00hr

Shire Hall

Castle Hill

Cambridge

CB3 0AP

Kreis Viersen Room

Shire Hall, Castle Hill, Cambridge, CB3 0AP

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/cccd-dec-of-interests>

- 2. Minutes (14th June 2016) and Action Log** **5 - 12**

- 3. Petitions**

OTHER DECISIONS

- 4. Clay Farm Centre - Review of Governance Arrangements** **13 - 16**

- 5. Service Committee Review of the Draft Capital Programme 2017-18** **17 - 38**

6.	Finance and Performance Report - September 2016	39 - 64
7.	Committee Training Plan, Agenda Plan and Appointments to Outside Bodies	65 - 76

The Highways and Community Infrastructure Committee comprises the following members:

Councillor Mac McGuire (Chairman) Councillor Peter Reeve (Vice-Chairman)

Councillor Barbara Ashwood Councillor Ralph Butcher Councillor Barry Chapman Councillor David Connor Councillor Steve Criswell Councillor Gordon Gillick Councillor Bill Hunt Councillor Michael Rouse Councillor Jocelynn Scutt Councillor Amanda Taylor and Councillor John Williams

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact

Clerk Name: Dawn Cave

Clerk Telephone: 01223 699178

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three working days before the meeting. Full details of arrangements for public speaking are set out in Part 4, Part 4.4 of the Council's Constitution <http://tinyurl.com/cambs-constitution>.

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**MEETING OF HIGHWAYS AND COMMUNITY INFRASTRUCTURE POLICY AND
SERVICE COMMITTEE: MINUTES**

Date: Tuesday 14 June 2016

Time: 10:00-10:35am

Present: Councillors Ashwood, Bates (substituting for Cllr Criswell), Butcher, Chapman, Connor, Frost (substituting for Cllr McGuire), Gillick, Hunt, Reeve (Vice-Chairman), Rouse, Scutt, Taylor and Williams

Apologies: Councillors Criswell (Cllr Bates substituting) and McGuire (Cllr Frost substituting)

199. DECLARATIONS OF INTEREST

There were no declarations of interest.

200. MINUTES AND ACTION LOG

The minutes of the meeting held on 17 May 2016 were confirmed as a correct record and signed by the Vice-Chairman.

The Action Log was noted.

There were a number of queries relating to the minutes and Action Log:

Local Highway Improvements (LHI) – a Member asked when the application packs were due to be distributed to Parish/Town Councils. Officers agreed to circulate this information to all Members of both H&CI and E&E Committees. **Action required.**

Archives Festival – Councillor Scutt commented that it was unrealistic for the proposed Archives Festival to be arranged by the Friends Group, as it was too big a project. Officers agreed to raise this issue with the Service lead and report back to Councillor Scutt. **Action required.**

Average cost of pothole repairs in County – it was suggested that it would be helpful to know how current costs compared to pothole repairs using the old system. It was agreed that Richard Lumley would contact Councillor Connor on this issue and the response would be circulated to all members of the Committee. **Action required.**

2015/16 LHI bids in East Cambridgeshire – a Member advised that he was aware that the shortlisted successful schemes had come in under budget, so some of the reserve schemes had been brought forward. Whilst applauding this, the Member asked for this information to be provided to Local Members. **Action required.**

Street lights – clarification was sought on the policy for charging for street lighting attachments. Officers confirmed that the contractor had erroneously been advised to proceed with this, but they had subsequently been instructed to stop, as any policy for charging for streetlight attachments would be the subject of a Committee decision

at a later date. Councillor Taylor commented that it would be helpful to have a clear statement from officers to this effect, and it was agreed to send this to her. **Action required.**

201. PETITIONS

There were no petitions.

202. INTELLIGENT TRANSPORT SYSTEMS – FRAMEWORK AGREEMENT FOR MAINTENANCE AND SUPPLY OF EQUIPMENT

The Committee considered a report on the procurement of the Intelligent Transport Systems (ITS) framework agreement. Cambridgeshire County Council and Peterborough City Council currently maintain their ITS using a jointly appointed single contractor, and this arrangement had worked well. The proposal was to expand the ITS contract to include not only maintenance, but supply and installation too, and to extend the partnership arrangements to Luton Borough Council, Bedford Borough Council and Central Bedfordshire Council, as well as Peterborough City Council.

A Member asked what happened with obsolete equipment, specifically whether there was a policy or budget in place, outlining a particular issue that had arisen in his Division with a battery powered flashing sign. It was acknowledged that there had been difficulties with some of the Council's older assets, and wherever possible, efforts were made to maintain units. In reply, the Officer noted that whilst there is some revenue budget available for replacement of obsolete equipment, it is likely that capital funding will be required in future.

Members noted that Real Time Passenger Information was covered by a separate contract.

A Member asked for the names of the companies that had made the four submissions. Officers explained that for legal reasons they could not provide the detail without going into confidential session, but once the procurement process had been completed, this information would be freely available. The focus of the report under consideration was the evaluation processes which were being undertaken in terms of procurement. It was noted that the industry was very small, and the four companies involved were all known to officers. It was further noted that the award of this contract needed to be made by Members, but on the basis of rigorous procurement processes, and not on the basis of individual Members' experiences of particular companies.

It was resolved, by a majority, to:

- a) Approve the award of the framework contract;
- b) Approve the award of the call-off contract.

203. ECONOMY, TRANSPORT AND ENVIRONMENT (ETE) RISK REGISTER UPDATE

Members received an update on those parts of the for Economy, Transport & Environment (ETE) Risk Register monitored by the Highways & Community Infrastructure (H&CI) Committee. Other risks on the ETE Register had been considered separately by the Economy and Environment Committee.

The H&CI Risk Register showed that there were ten risks, one of which (CR30) was included on the Corporate Risk Register. No risks had been removed or added from the H&CI Risk Register since it was last presented in December 2015, but Appendix 1 to the report highlighted a number of changes.

Whilst acknowledging that it was not a risk for the Risk Register, a Member queried the rules on the grass cutting of verges, specifically how the reduction of number of cuts could impact adversely on safety, and whether cuts were carried out more frequently in 30mph zones. Officers advised that the grass cutting regimes were set out in the Highway Infrastructure Asset Management Plan, and it was agreed that this information would be circulated, along with clarification about the 30mph zone issue. **Action required.**

With regard to CR29 (failure to deliver waste savings/opportunities and achieve a balanced budget), officers confirmed that the Waste PFI contractor was investigating a potential contract for use of the Refuse Derived Fuel (RDF) produced by the Mechanical and Biological Treatment plant (MBT) at Waterbeach. Officers had been working with advisors from DEFRA, and had identified a new process to potentially produce a slightly better product. A potential 'off-taker' had also been identified, who would take the RDF and use it at an Energy from Waste (EFW) plant. This would be undertaken on a trial basis initially. If the trial was successful, it would have a financial advantage for the County Council, who were currently landfilling waste at a cost of £84.50 per tonne, and whilst the off-taker would still be paid, it would be less than the landfill rate.

It was resolved unanimously to:

Note the position in respect of the Economy, Transport and Environment (ETE) Risk Register.

204. COMMITTEE AGENDA PLAN

Members noted the Agenda Plan.

A Member asked if an item could be added to an agenda in the near future on the Cambridgeshire Collection, including information on the staffing arrangements, opening hours, and potential synergies with the new Archives centre in Ely. He felt that it was important that Members had the opportunity for a full and open discussion. Officers advised that Service Committees should only consider items for decision, not items for information. However, it was agreed that this could be pursued via some other vehicle e.g. through Spokes or a Member Seminar. **Action required.** In response to a question on when the decision had been taken on the Cambridgeshire Collection, it was confirmed that this decision had been made as part of the Business Planning process.

A Member observed that *Library Service Transformation & Community Hubs* had previously been identified as an item for the July meeting, but had subsequently been removed from the Agenda Plan. Officers confirmed that this item would be rescheduled for later in the year, but had changed in line with new arrangements for Business Planning.

A Member asked if the *On street parking charges review* would be written in the context of the Greater Cambridge City Deal congestion proposals. Officers advised that they would be cognisant of those proposals when drafting the report, but due to the timing of the report, they would be unable to make assumptions on what the City Deal Board would be doing. Members were further advised that at the Economy & Environment Committee on 9th June, Members were very clear that the various strands of activity needed to be unified, so there may be a further report at a later date if things changed.

Chairman

Introduction:

This is the updated action log as at **2nd September 2016** and captures the actions arising from the most recent Highways & Community Infrastructure Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

Minutes of 1st September 2015					
Item No.	Item	Action to be taken by	Action	Comments	Completed
132.	Cambridgeshire Highways Annual Report	Richard Lumley	It was agreed that there would be a report to Spokes on the Customer Satisfaction Survey process.	A Comms group has now been established, and one of the tasks is to look at how customer feedback is collected and whether there are alternatives. A report will be drafted for Spokes.	
Minutes of 12th January 2016					
168.	Greater Cambridgeshire City Deal Executive Board Delegations	Graham Hughes	Forward the City Deal Executive Board's protocol to Committee Members	Protocol not yet agreed by Executive Board – will be circulated once available.	

Minutes of 1st March 2016

182.	Library Service Transformation – Income Generation Update	Jill Terrell	Friends of Central Library be encouraged to establish a working group to look to arrange an annual archives festival.	Friends Group looking at a variety of initiatives but it is unclear whether these include archives festival – officer advice/support has not been sought. ¹	
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Minutes of 17th May 2016

192.	Petitions	Richard Lumley /Cllr McGuire	Send letters to petitioners within 10 working days	Letters sent 31/05/16	31/05/16
193.	Integrated Transport Block (ITB) Funding Allocation proposals	Elsa Evans	send a breakdown of the total £601,000 LHI funding by District/City authority	Emailed to Committee Members July 2016	
194.	Proposed 2016-17 targets for H&CI Committee Key Performance Indicators	Dawn Cave	Have a seminar item on the Asset Management Strategy	Provisionally scheduled for November 2016	01/06/16
195.	Highway Maintenance Member Working Group	Richard Lumley	Revise Community Highways Volunteering Information Pack in light of Members' comments	Final version circulated to all Members in August 2016	August 2016
195.	Highway Maintenance Member Working Group	Richard Lumley	Circulate the Member Working Group membership to Committee Members	Circulated July 2016.	Yes
196.	Finance & Performance report	Richard Lumley	Circulate to Members the average cost of pothole repairs in the County	In 2015/16, the average cost was £36 (compared to £40 in 14/15 and £53 in 2012.	Yes

¹ At the June Committee meeting, it was suggested that officer support/direction was required to facilitate the Archives Festival.

Minutes of 14th June 2016

200.	Minutes and Action Log	Richard Lumley	Email all Members advising when application packs will be sent to Parish/Town Councils for LHI bids.	Emailed Members July 2016	Yes
200.	Minutes and Action Log	Richard Lumley	LHI scheme 2015/16 – where <i>additional</i> schemes have been funded (e.g. E Cambs), circulate information to County Councillors with Divisions in that District.	There are 27 additional LHI schemes and all Local Members and relevant Parishes have been informed.	Yes
203.	ETE Risk Register	Richard Lumley	Clarify grass cutting regime (as set out in HIAMP), and also whether more frequent grass cutting was scheduled for 30mph zones.	Highway verge grass will be cut twice a year, urban areas three times a year. Cuts to visibility splays (on safety grounds) cut as required. As part of the review of HIAMP, approach to grass cutting will be reviewed	Yes.
204.	Committee Agenda Plan	Christine May Jill Terrell	Arrange information item for Spokes or Seminar regarding Cambridgeshire Collection		

CLAY FARM CENTRE - REVIEW OF GOVERNANCE ARRANGEMENTS

To: Highways and Community Infrastructure Committee

Meeting Date: 13th September 2016

From: Christine May, Interim Service Director

Electoral division(s): Trumpington

Forward Plan ref: N/a **Key decision:** No

Purpose: The purpose of this report is to update members regarding the future governance arrangements for Clay Farm Centre.

Recommendation: The Committee is being asked to agree:

a) that the County and City Councils will work together to dissolve the Joint Venture Company, The Clay Farm Centre Limited; and formulate a new partnering agreement for the governance of the community centre;

b) that the County and City Councils will work together to establish a new Partnering Agreement;

c) that the new partnering agreement will establish an advisory group to provide community oversight of the centre management, which will incorporate elected members;

d) that the detail of a), b) and c) is worked through between the City and County Councils and the Directors of the JVC. Once agreement is reached, authority to enter into the new arrangement on behalf of the County Council is delegated to the Executive Director – Economy, Transport and Environment in consultation with the Chair and Vice Chair of the Highways and Community Infrastructure Committee.

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1. BACKGROUND

- 1.1 The Clay Farm Centre is being built in Trumpington, in Cambridge. It is a five storey building that will provide a library service, a community café, performance hall, community spaces for hire, touch-down for public services, a health centre and residential accommodation. The community elements are jointly funded by Cambridge City Council and Cambridgeshire County Council via developer contributions, whilst the health facility and residential accommodation are separately funded.
- 1.2 The Highways & Community Infrastructure Committee of 3 June 2014 agreed the approach to create a Joint Venture Company (JVC) to run the Centre. It was always envisaged that members of the community would also be involved in running the Centre.
- 1.3 At a meeting of the H&CI Committee on 19 August 2014, the details of the City and County Councils financial commitment and representation on the Board of Directors was agreed as follows: the City and County have a 60:40 asset interest in the Centre and contributions were agreed on this basis. Underwriting by both councils of the running costs of the centre is limited in any one year to £120,000 by the City and £80,000 by the County.
- 1.4 A Collaboration Agreement was established between the City and County Councils on 19 December 2014 and the Clay Farm Centre Ltd was incorporated on the 29th December 2014 (hereafter referred to as the JVC). The JVC is a company limited by guarantee and City and County are shareholders in the JVC. It has three directors, two representing the City and one representing the County (Councillor Barbara Ashwood).
- 1.5 The JVC chose to commission the City Council to manage the Centre on its behalf and in recent months it has become apparent that the advantages of operating the JVC may have become outweighed by the disadvantages of this model, mainly due to the addition of taxation charges and other costs.
- 1.6 In July 2016, following consultation with the JVC directors, the City and County jointly instructed their legal representatives, Sharpe Pritchard and LGSS, to produce a briefing paper that sets out the legal framework of options for the future of the JVC and outlining what other operational models are available for the running of the Centre.
- 1.7 The report was considered on 10 August 2016 by the JVC's Board of Directors and it was agreed, subject to the agreement of both councils, to dissolve the company and for the two councils to enter into a partnering agreement instead to govern their interests in the centre. The JVC has not traded and has no assets.

2. MAIN ISSUES

- 2.1 In the current arrangement, the City would grant a head lease to the JVC. The JVC would then grant two under leases: one to the Bedfordshire Pilgrims Housing Association (BPHA) for the residential accommodation, and one to the GP practice for the health centre.
- 2.2 An alternative model would see the JVC removed from the governance arrangements for the Centre. This would have the advantage of simplifying the model and it would remove

many of the identified problems in relation to taxation. Only two leases would need to be granted and both would be granted directly by the City to the tenants of the Community Centre.

- 2.3 The absence of a vehicle in which the County has a direct stake would be solved by both councils entering into a Partnering Agreement, which would be derived from the current collaboration agreement.
- 2.4 The Partnering Agreement would cover financial matters between the parties and would need to cover issues of liability in the absence of the JVC. The agreement to date is that the City will be acting as the employer for staff of the new Centre. The library would be provided under a service level agreement between the County and City, annexed to the partnering agreement.
- 2.5 It is envisaged that there would be an advisory steering group made up of elected members of both councils and local representatives. Regular partner meetings would also be held to monitor the arrangement. The Partnering Agreement would address matters of financial scrutiny.

3. ALIGNMENT WITH CORPORATE PRIORITIES

Report authors should evaluate the proposal(s) in light of their alignment with the following three Corporate Priorities.

3.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

3.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

3.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

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

- Resource Implications – although this is a change to the structure that was originally proposed, the financial implications on the County Council remain the same as the annual financial contribution is capped. There are not expected to be any staffing implications.
- Statutory, Legal and Risk – The process has been assessed legally and the proposed route is considered appropriate so any legal or statutory risks are low.
- Equality and Diversity – this proposed change does not affect what will be delivered for the local community so it is considered there are no equality or diversity risks.

- Engagement and Communications – Communications: are contained within the body of the report
- Localism and Local Member Involvement – Local Members have been involved in this process.
- Public Health – Public Health: there is a slight risk to manage to ensure that a new governance model is able to deliver the Centre and therefore limit the impacts on the mental health of the new community of Clay Farm and Trumpington Meadows.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Sarah Heywood
Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?	Yes Name of Legal Officer: Virginia Moggridge
Are there any Equality and Diversity implications?	Yes Name of Officer: Emma Middleton
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Ed Strangeways
Are there any Localism and Local Member involvement issues?	Yes Name of Officer: Paul Tadd
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Iain Green

SOURCE DOCUMENTS GUIDANCE

It is a legal requirement for the following box to be completed by the report author.

Source Documents	Location
Highways & Community Infrastructure Committee Reports from 2014	June 2014 August 2014 paper

SERVICE COMMITTEE REVIEW OF THE DRAFT 2017-18 CAPITAL PROGRAMME

To: **Highways & Community Infrastructure Committee**

Meeting Date: **13 September 2016**

From: **Executive Director, Economy, Transport and Environment**

Electoral division(s): **All**

Forward Plan ref: **Not applicable** *Key decision:* **No**

Purpose: **This report provides the Committee with an overview of the draft Business Plan Capital Programme for Economy, Transport and Environment**

Recommendation: **a) It is requested that the Committee note the overview and context provided for the 2017-18 Capital Programme for Economy, Transport and Environment**

b) It is requested that the Committee comment on the draft proposals for Economy, Transport and Environment's 2017-18 Capital Programme and endorse their development

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1. CAPITAL STRATEGY

- 1.1 The Council strives to achieve its vision through delivery of its Business Plan. To assist in delivering the Plan the Council needs to provide, maintain and update long term assets (often referred to as 'fixed assets'), which are defined as those that have an economic life of more than one year. Expenditure on these long term assets is categorised as capital expenditure, and is detailed within the Capital Programme for the Authority.
- 1.2 Each year the Council adopts a ten year rolling capital programme as part of the Business Plan. The very nature of capital planning necessitates alteration and refinement to proposals and funding during the planning period; therefore whilst the early years of the Business Plan provide robust, detailed estimates of schemes, the later years only provide indicative forecasts of the likely infrastructure needs and revenue streams for the Council.
- 1.3 This report forms part of the process set out in the Capital Strategy whereby the Council updates, alters and refines its capital planning over an extended planning period. New schemes are developed by Services and all existing schemes are reviewed and updated as required before being presented to the Capital Programme Board and subsequently Service Committees for further review and development.
- 1.4 An Investment Appraisal of each capital scheme (excluding committed schemes and schemes with 100% ring-fenced funding) is undertaken/revised, which allows schemes within and across all Services to be ranked and prioritised against each other, in light of the finite resources available to fund the overall Programme and in order to ensure the schemes included within the Programme are aligned to assist the Council with achieving its outcomes.

2. DEVELOPMENT OF THE 2017-18 CAPITAL PROGRAMME

- 2.1 Prioritisation of schemes (where applicable) is included within this report to be reviewed individually by Service Committees alongside the addition, revision and update of schemes. Prioritisation of schemes across the whole programme will be reviewed by General Purposes Committee (GPC) in October, before firm spending plans are considered by Service Committees in November. GPC will review the final overall programme in November/December, in particular regarding the overall levels of borrowing and financing costs, before recommending the programme in January as part of the overarching Business Plan for Full Council to consider in February.
- 2.2 The introduction of the Transformation Fund for the 2017-18 planning process has not impacted on the funding sources available to the capital programme as any Invest to Save or Earn schemes will continue to be funded over time by the revenue payback they produce via savings or increased income. This is the most financially sensible option for the Council due to the ability to borrow money for capital schemes and defray the cost of that expenditure to the Council over the life of the asset. However, if a scheme is transformational, then it should also move through the governance process agreed for the Transformation Delivery Model, in line with all other transformational schemes, but without any funding request to the Transformation Fund.
- 2.3 There are several schemes in progress where work is underway to develop

the scheme, however they are either not sufficiently far enough forward to be able to include any capital estimate within the Business Plan, or a draft set of figures have been included but they are, at this stage, highly indicative. The following are the three main schemes that this applies to:

- The Adult's Committee considered the Older People's Accommodation Strategy earlier in 2016. As discussed at that time, the Council has identified that there is a shortfall in the availability of affordable care home beds within Cambridgeshire and this is likely to have a growing impact on price levels and care provision over the medium and longer term. As part of a range of responses to the needs identified within the Strategy, the Council has been exploring where greater intervention by the local authority in the supply of care home beds may be economic in the years ahead.

After preliminary work and investigations, the Council has engaged independent consultants to prepare a Business Case outlining and appraising options and sensitivities for the Council in securing increased delivery of affordable care home beds. The options considered include utilisation of the Council's assets (principally land) and could lead onto significant requests for capital funding.

Both the Adults and Assets & Investment Committee are due to consider the full proposal for next steps, after the consultants review has reported in October 2016. At this point, it is too early to include a capital funding request for the immediate future, however this will be kept in review until the Business Plan is agreed in February, and as options are selected and the next stages are scheduled.

- Developing a single multi-skilled service offer that is based in communities continues to be a key plank of both the library and children centres transformation programmes. This is also believed to be an appropriate vehicle for supporting the Council's approach to community resilience. A significant amount of work has been undertaken to date in assessing potential demand for services and considering how these initial core services could be integrated. There has however been a slight delay in the programme in order to provide the opportunity for the new Director of Children's Social Care to undertake a service review of the strengths and development needs of that Department. Given the critical nature of this service, on the most vulnerable in our communities, it was important that the approach to community hubs aligned to the outcomes of that service review.

The Service Director has undertaken this review and is now setting out the future vision for that service that includes an assessment of the universal service offer that can be provided from within the community hubs. This proposal will be coming to Members in the Autumn and the implementation programme of this service transformation and the community hubs programme will brought together to create a single delivery plan.

- The Council is in the fortunate position of continuing to be a major landowner in Cambridgeshire and this provides an asset capable of generating both revenue and capital returns. This will, however, require the Council to move from being a seller of sites to being a developer of sites, through a Housing Company. In the future, the Council will operate to make best use of sites with development potential in a co-ordinated and

planned manner to develop them for a range of development options. This will generate capital receipts to support site development and create significant revenue and capital income to support services and communities.

The Assets & Investment Committee have agreed to the creation of a Special Purpose Vehicle, which has now been established, and work is ongoing regarding the workstreams associated with this. Previously approved projects are being progressed by the Council, ahead of the Company becoming fully operational. A comprehensive 10-year pipeline of development projects has now been identified and a capital funding request has therefore been included in the Draft Business Plan, although the figures are still being refined with the initial projections expected to be confirmed by September 2016.

3. REVENUE IMPLICATIONS

- 3.1 All capital schemes can have a potential two-fold impact on the revenue position, relating to the cost of borrowing through interest payments and repayment of principal and the ongoing revenue costs or benefits of the scheme. Conversely, not undertaking schemes can also have an impact via needing to provide alternative solutions, such as Home to School Transport (e.g. transporting children to schools with capacity rather than investing in capacity in oversubscribed areas).
- 3.2 The Council is required by the Chartered Institute of Public Finance and Accountancy's (CIPFA's) Prudential Code for Capital Finance in Local Authorities 2011 to ensure that it undertakes borrowing in an affordable and sustainable manner. In order to ensure that it achieves this, GPC recommends an advisory limit on the annual financing costs of borrowing (debt charges) over the life of the Plan. In order to afford a degree of flexibility from year to year, changes to the phasing of the limit is allowed within any three-year block (starting from 2015-16), so long as the aggregate limit remains unchanged.
- 3.3 For the 2017-18 Business Plan, GPC has agreed that this should equate to the level of revenue debt charges as set out in the 2014-15 Business Plan for the next five years (restated to take into account the change to the MRP Policy agreed by GPC in January 2016), and limited to around £39m annually from 2019-20 onwards.

4. SUMMARY OF THE DRAFT CAPITAL PROGRAMME

- 4.1 The revised draft Capital Programme is as follows:

Service Block	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000	Later Yrs £'000
Children, Families and Adults	75,473	70,103	65,149	66,188	30,308	121,305
Economy, Transport and Environment	63,986	27,243	26,112	20,928	21,660	31,901
Public Health	-	-	-	-	-	-
Assets and Investment Committee	94,564	32,474	-3,340	3,158	5,983	-118,176

Corporate and Managed Services	1,541	4,491	460	460	460	-
LGSS Operational	-	-	-	-	-	-
Total	235,564	134,311	88,381	90,734	58,411	35,030

4.2 This is anticipated to be funded by the following resources:

Funding Source	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000	Later Yrs £'000
Grants	80,564	55,017	35,122	35,619	33,140	83,699
Contributions	43,905	24,811	30,225	24,645	5,700	46,750
Capital Receipts	2,225	2,534	2,727	7,113	6,122	6,936
Borrowing	9,164	17,149	29,257	18,460	16,495	64,130
Borrowing (Repayable)*	99,706	34,800	-8,950	4,897	-3,046	-166,485
Total	235,564	134,311	88,381	90,734	58,411	35,030

* Repayable borrowing nets off to zero over the life of each scheme and is used to bridge timing gaps between delivery of a scheme and receiving other funding to pay for it.

4.3 The following table shows how each Service's borrowing position has changed since the 2016-17 Capital Programme was set:

Service Block	2016-17 £'000	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000	Later Yrs £'000
Children, Families and Adults	3,643	-2,495	-2,937	10,647	21,568	-1,588	1,494
Economy, Transport and Environment	-6,557	-11,397	-362	80	-2,895	-6,588	-895
Public Health	-	-	-	-	-	-	-
Corporate and Managed Services / Assets and Investments Committee*	-11,190	64,057	-17,131	-45,472	-15,261	-5,347	-16,437
LGSS Operational	-1,104	-	-	-	-	-	-
Corporate and Managed Services – relating to general capital receipts	-	-	-	-	-	-	-
Total	-15,208	50,165	-20,430	-34,745	3,412	-13,523	-15,838

* Assets and Investments Committee schemes were previously contained within Corporate and Managed Services and therefore in order to calculate the change, these two areas have been amalgamated in the above table.

4.4 The table below categorises the reasons for these changes:

Reasons for change in borrowing	2016-17 £'000	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000	Later Yrs £'000
New	592	3,196	2,275	2,125	2,225	3,125	12,300
Removed/Ended	-9,308	1,044	85	-85	-85	-	-
Minor Changes/Rephasing*	-1,365	-512	2,736	2,143	250	250	604
Increased Cost (includes rephasing)	-3,747	-210	-1,239	16,895	10,344	-6,239	1,314
Reduced Cost (includes rephasing)**	-2,208	90,471	-8,181	-47,267	-15,432	-4,811	-45,981
Change to other funding (includes rephasing)	828	-3,846	3,567	-50	16,063	2,274	1,479

Variation Budget	-	-39,978	-19,673	-8,506	-9,953	-8,122	14,446
Total	-15,208	50,165	-20,430	-34,745	3,412	-13,523	-15,838

**This does not off-set to zero across the years because the rephasing also relates to pre-2016-17.*

***This includes rephasing of the Housing schemes*

4.5 The revised levels of borrowing result in the following levels of financing costs:

Financing Costs	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000
2016-17 agreed BP	38.0	40.5	42.1	42.1	-
2016-17 agreed BP RESTATE	29.3	32.4	34.6	35.3	-
2017-18 draft BP	28.4	32.3	33.1	33.1	33.1
CHANGE (+) increase / (-) decrease	-0.9	-0.2	-1.5	-2.2	33.1

4.6 Invest to Save / Earn schemes are excluded from the advisory financing costs limit – the following table therefore compares revised financing costs excluding these schemes. In order to afford a degree of flexibility from year to year, the limit is reviewed over a three-year period – based on the revised programme, the advisory limit is not exceeded for either of these 3 year blocks.

Financing Costs	2015-16 £m	2016-17 £m	2017-18 £m	2018-19 £m	2019-20 £m0	2020-21 £m
2017-18 draft BP (excluding Invest to Save / Earn schemes)	34.1	32.8	28.3	29.3	30.3	31.6
Recommend limit	30.3	35.3	36.8	37.9	38.6	39.2
HEADROOM	3.8	-2.5	-8.5	-8.6	-8.3	-7.6
Recommend limit (3 years)	102.4			115.7		
HEADROOM (3 years)	-7.2			-24.5		

4.7 Although the limit hasn't been exceeded, the Business Plan is still under review and as such adjustments to schemes and phasing will continue over the next two to three months. However, as there is significant headroom available, it is not expected that any further revisions will cause a breach of the advisory limit.

5. OVERVIEW OF ECONOMY, TRANSPORT & ENVIRONMENT's DRAFT CAPITAL PROGRAMME

5.1 The revised draft Capital Programme for Economy, Transport and Environment (ETE) is as follows:

Capital Expenditure	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000	Later Yrs £'000
Economy, Transport and Environment	63,986	27,243	26,112	20,928	21,660	31,901

5.2 This is anticipated to be funded by the following resources:

Funding Source	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000	Later Yrs £'000
Grants	38,870	21,500	16,524	17,021	18,021	23,000
Developer Contributions	4,827	5,540	3,303	400	1,200	10,645
Other Contributions	9,758	0	0	0	0	0
Borrowing	5,682	4,321	7,265	3,537	3,269	8,901
Borrowing (Repayable)*	4,849	-4,118	-980	-30	-830	-10,645
Total	63,986	27,243	26,112	20,928	21,660	31,901

* Repayable borrowing nets off to zero over the life of each scheme and is used to bridge timing gaps between delivery of a scheme and receiving other funding to pay for it.

5.3 The full list of ETE capital schemes is shown in the draft capital programme at **Appendix 1**. Table 4 lists the schemes with a description and with funding shown against years. Table 5 shows the breakdown of the total funding of the schemes, for example whether schemes are funded by grants, developer contributions or prudential borrowing.

5.4 Papers on the individual schemes have been, or will be, considered separately by the appropriate Service Committee.

5.5 Changes to Existing Capital Schemes

5.5.1 Changes to existing schemes, such as rephrasing, re-costing, and revised funding are highlighted below. The Integrated Transport Schemes apply to both Economy and Environment Committee and Highways and Community Infrastructure Committee, so those are listed first. Following that, items are grouped by Service Committee.

5.6 Integrated Transport Schemes

5.6.1 Delivering the Transport Strategy Aims

This area is mainly funded by Local Transport Plan grant funding from the Department for Transport as well as schemes funded by developer contributions. Previously the 'Delivering the Transport Strategy Aims' budget and 'Cambridgeshire Sustainable Transport Improvements' budget were separate but as many of the schemes were similar it is more effective to combine the 2 budgets.

5.7 Economy and Environment Committee

5.7.1 Ely Crossing

Project forecast is for delivery in late 2017. The procurement of a two-stage Design and Build contract has now been completed and a contractor appointed. The DfT has approved the Major Schemes Business Case (MSBC) and the release of Growth deal funding, based on the tender target price on the condition that the construction target price on completion of the design does not reduce the current Benefit Cost ratio in the MSBC.

5.7.2 King's Dyke

Planning permission has been granted and the tender package prepared. Agreeing access to private land for ground investigation surveys has delayed the completion of the works information, but it is anticipated that this will be

resolved in September 2016.

5.7.3 Investment in Connecting Cambridgeshire

This programme is expected to extend to the end of 2019/20 but still within the overall funding.

5.8 Highways and Community Infrastructure Committee

5.8.1 Highways Maintenance

Underspends from 2015/16 have been rephased over the future years budgets.

5.8.2 Waste – Household Recycling Centre (HRC) Improvements

A new facility is proposed in the Greater Cambridge area, a site is required to replace the current facility in March and works are required to maintain/upgrade other HRCs in the network.

5.8.3 Development of Archives Centre premises

This budget has been rephased to match expected completion of this scheme in 2017/18. Initial figures indicate that this scheme could cost more than the current approved budget, however until firmer figures are available, it is too soon to look into possible options for this scheme.

6. ALIGNMENT WITH CORPORATE PRIORITIES

6.1 Developing the local economy for the benefit of all

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

- Investing in key infrastructure schemes will promote growth in the number of jobs in our area and thus growth of the economy.
- Transport schemes are critical in allowing people to get around effectively and efficiently and to access work and other facilities they need.

6.2 Helping people live healthy and independent lives

See wording under 6.1 above.

6.3 Supporting and protecting vulnerable people

See wording under 6.1 above.

7. SIGNIFICANT IMPLICATIONS

7.1 Resource Implications

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

- There may be revenue implications associated with operating new or enhanced capital assets but equally capital schemes can prevent the need for other revenue expenditure.

- The overall scale of the capital programme has been reduced to limit the impact on the Council's revenue budget and this in turn will have beneficial impacts on the services that are provided from that source.

7.2.1 Statutory, Risk and Legal Implications

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

- Regulations for capital expenditure are set out under Statute. The possibility of capital investment, from these accumulated funds, may ameliorate risks from reducing revenue resources.
- At this stage, there are no proposals with significant risk arising from "pay-back" expectations.

7.3 Equality and Diversity Implications

There are no significant implications within this category.

7.4 Engagement and Consultation Implications

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

- Consultation is continuous and ongoing between those parties involved to ensure the most effective use of capital funding.

7.5 Localism and Local Member Involvement

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

- Local Members will be engaged where schemes impact on their area and where opportunities for strategic investment arise.

7.6 Public Health Implications

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

- Strategic investment in some of the schemes outlined may have potential to improve Public Health outcomes. This includes schemes that encourage active travel through cycling, walking and use of public transport.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Sarah Heywood
Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?	

Are there any Equality and Diversity implications?	Yes Emma Middleton
Have any engagement and communication implications been cleared by Communications?	
Are there any Localism and Local Member involvement issues?	Yes Paul Tadd
Have any Public Health implications been cleared by Public Health	Yes Tess Campbell

SOURCE DOCUMENTS GUIDANCE

Source Documents	Location
The 2016/17 Business Plan, including the Capital Strategy	http://www.cambridgeshire.gov.uk/info/20043/finance_and_budget/90/business_plan_2016_to_2017
Capital Planning and Forecast: financial models	c/o Group Accountants 1st Floor Octagon Shire Hall Cambridge

Section 4 - B: Economy, Transport and Environment Services

Table 4: Capital Programme

Budget Period: 2017-18 to 2026-27

Summary of Schemes by Start Date					Total Cost £000	Previous Years £000	2017-18 £000	2018-19 £000	2019-20 £000	2020-21 £000	2021-22 £000	Later Years £000
Ongoing					144,975	52,481	15,267	18,941	19,213	18,977	18,395	1,701
Committed Schemes					302,609	203,613	48,719	7,962	6,899	1,951	3,265	30,200
2018-2019 Starts					340	-	-	340	-	-	-	-
TOTAL BUDGET					447,924	256,094	63,986	27,243	26,112	20,928	21,660	31,901

Ref	Scheme	Description	Linked Revenue Proposal	Scheme Start	Total Cost £000	Previous Years £000	2017-18 £000	2018-19 £000	2019-20 £000	2020-21 £000	2021-22 £000	Later Years £000	Committee
B/C.01	Integrated Transport												
B/C.1.002	Air Quality Monitoring	Funding towards supporting air quality monitoring work in relation to the road network with local authority partners across the county.		Ongoing	100	-	20	20	20	20	20	-	E&E
B/C.1.009	Major Scheme Development & Delivery	Resources to support the development and delivery of major schemes.		Ongoing	1,000	-	200	200	200	200	200	-	E&E
B/C.1.011	Local Infrastructure improvements	Provision of the Local Highway Improvement Initiative across the county, providing accessibility works such as disabled parking bays and provision of improvements to the Public Rights of Way network.		Ongoing	3,410	-	682	682	682	682	682	-	H&CI
B/C.1.012	Safety Schemes	Investment in road safety engineering work at locations where there is strong evidence of a significantly high risk of injury crashes.		Ongoing	2,970	-	594	594	594	594	594	-	H&CI
B/C.1.015	Strategy and Scheme Development work	Resources to support Transport & Infrastructure strategy and related work across the county, including long term strategies and District and Market Town Transport Strategies, as well as funding towards scheme development work.		Ongoing	1,725	-	345	345	345	345	345	-	E&E
B/C.1.019	Delivering the Transport Strategy Aims	Supporting the delivery of Transport Strategies and Market Town Transport Strategies to help improve accessibility and mitigate the impacts of growth.		Ongoing	7,426	-	2,030	1,349	1,349	1,349	1,349	-	H&CI
	Total - Integrated Transport				16,631	-	3,871	3,190	3,190	3,190	3,190	-	
B/C.02	Operating the Network												
B/C.2.001	Carriageway & Footway Maintenance including Cycle Paths	Allows the highway network throughout the county to be maintained. With the significant backlog of works to our highways well documented, this fund is crucial in ensuring that we are able to maintain our transport links.		Ongoing	47,704	-	10,547	9,918	9,415	8,912	8,912	-	H&CI
B/C.2.002	Rights of Way	Allows improvements to our Rights of Way network which provides an important local link in our transport network for communities.		Ongoing	700	-	140	140	140	140	140	-	H&CI

Section 4 - B: Economy, Transport and Environment Services

Table 4: Capital Programme

Budget Period: 2017-18 to 2026-27

Ref	Scheme	Description	Linked Revenue Proposal	Scheme Start	Total Cost £000	Previous Years £000	2017-18 £000	2018-19 £000	2019-20 £000	2020-21 £000	2021-22 £000	Later Years £000	
B/C.2.004	Bridge strengthening	Bridges form a vital part of the transport network. With many structures to maintain across the county it is important that we continue to ensure that the overall transport network can operate and our bridges are maintained.		Ongoing	12,820	-	2,564	2,564	2,564	2,564	2,564	-	H&CI
B/C.2.005	Traffic Signal Replacement	Traffic signals are a vital part of managing traffic throughout the county. Many signals require to be upgraded to help improve traffic flow and ensure that all road users are able to safely use the transport network.		Ongoing	4,300	-	900	850	850	850	850	-	H&CI
B/C.2.006	Smarter Travel Management - Integrated Highways Management Centre	The Integrated Highways Management Centre (IHMC) collects, processes and shares real time travel information to local residents, businesses and communities within Cambridgeshire. In emergency situations the IHMC provides information to ensure that the impact on our transport network is mitigated and managed.		Ongoing	1,000	-	200	200	200	200	200	-	H&CI
B/C.2.007	Smarter Travel Management - Real Time Bus Information	Provision of real time passenger information for the bus network.		Ongoing	825	-	165	165	165	165	165	-	H&CI
Total - Operating the Network					67,349	-	14,516	13,837	13,334	12,831	12,831	-	
B/C.03	Infrastructure Management & Operations												
B/C.3.001	Highways Maintenance (carriageways only from 2015/16 onwards)	This fund allows the Council to increase its investment in the transport network throughout the county. With the significant backlog of works to our transport network well documented, this fund is crucial in ensuring that we reduce the rate of deterioration of our highways.		Ongoing	90,000	52,481	6,269	6,250	6,250	6,250	6,250	6,250	H&CI
B/C.3.012	Waste – Household Recycling Centre (HRC) Improvements	To deliver Household Recycling Centre (HRC) improvements by acquiring appropriate sites, gaining planning permission, designing and building new or upgraded facilities. A new facility is proposed in the Greater Cambridge area, a site is required to replace the current facility in March and works are required to maintain/upgrade other HRCs in the network. The programme also includes funds to develop the St Neots HRC reuse facility.		Committed	8,183	60	395	395	3,357	581	395	3,000	H&CI
B/C.3.101	Development of Archives Centre premises	Development of fit for purpose premises for Cambridgeshire Archives, to conserve and make available unique historical records of the county as part of an exciting new cultural heritage centre.		Committed	4,200	3,000	1,200	-	-	-	-	-	H&CI

Section 4 - B: Economy, Transport and Environment Services

Table 4: Capital Programme

Budget Period: 2017-18 to 2026-27

Ref	Scheme	Description	Linked Revenue Proposal	Scheme Start	Total Cost £000	Previous Years £000	2017-18 £000	2018-19 £000	2019-20 £000	2020-21 £000	2021-22 £000	Later Years £000	
B/C.3.103	Library service essential maintenance and infrastructure renewal	This is a rolling programme, ending in 2017-18, to update the public PCs in libraries and library learning centres in order to replace equipment that has become obsolete, and ensure continued service delivery. This is particularly important to support people to access learning, skills, transactions and employment online in response to the Digital by Default agenda. There is also an essential requirement to replace the book sortation system at Cambridge Central Library which has reached the end of its life, and to plan for renewing self service facilities in 2017/18 as this will be coming out of contract and on which we need to make significant revenue savings.		Committed	562	297	265	-	-	-	-	-	H&CI
B/C.3.107	New Community Hub / Library Provision Clay Farm	Contribution to the development of a community centre / hub in Clay Farm, including a library and other community facilities.		Committed	827	808	19	-	-	-	-	-	H&CI
B/C.3.108	New Community Hub / Library Service Provision Darwin Green	Contribution to the fit -out of new community hub / library facilities in areas of growth in the county.		2018-19	340	-	-	340	-	-	-	-	H&CI
	Total - Infrastructure Management & Operations				104,112	56,646	8,148	6,985	9,607	6,831	6,645	9,250	
B/C.04	Strategy & Development												
B/C.4.001	Ely Crossing	The project will alleviate traffic congestion on the A142 at the level crossing adjacent to Ely railway station, which will benefit local businesses and residents. The station area is a gateway to the city. Implementation of the bypass option would remove a significant amount of traffic around the station and enhance the gateway area, making the city more attractive to tourists and improve the local environment.		Committed	36,000	7,998	25,000	1,702	1,300	-	-	-	E&E
B/C.4.006	Guided Busway	Guided Busway construction contract retention payments.		Committed	148,886	144,426	2,980	370	370	370	370	-	E&E
B/C.4.014	Huntingdon West of Town Centre Link Road	The 520 metre link road from Ermine Street to Brampton Road, close to the railway station junction, consists of a single carriageway, with footpaths either side, and new junctions on Ermine Street and Brampton Road. The residual funding is for outstanding land deals for this scheme.		Committed	9,116	8,266	850	-	-	-	-	-	E&E
B/C.4.017	Cambridge Cycling Infrastructure	Cambridge Cycling Infrastructure		Committed	5,103	2,317	1,580	1,206	-	-	-	-	E&E

Section 4 - B: Economy, Transport and Environment Services

Table 4: Capital Programme

Budget Period: 2017-18 to 2026-27

Ref	Scheme	Description	Linked Revenue Proposal	Scheme Start	Total Cost £000	Previous Years £000	2017-18 £000	2018-19 £000	2019-20 £000	2020-21 £000	2021-22 £000	Later Years £000	
B/C.4.021	Abbey - Chesterton Bridge	The Chisolm Trail cycle route scheme is being delivered as part of the City Deal Programme and will link together three centres of employment in the city along a North / South axis, including Addenbrooke's hospital, the CB1 Area and the Science Park. The Abbey - Chesterton Bridge scheme is one element of the trail that is not included within the City Deal scheme.		Committed	4,600	677	2,000	1,923	-	-	-	-	E&E
B/C.4.022	Cycling City Ambition Fund	Cycling City Ambition Fund		Committed	8,152	7,362	790	-	-	-	-	-	E&E
B/C.4.023	King's Dyke	The level crossing at King's Dyke between Whittlesey and Peterborough has long been a problem for people using the A605. The downtime of the barriers at the crossing causes traffic to queue for significant periods of time and this situation will get worse as rail traffic increases along the Ely to Peterborough railway line in the future. The issue is also made worse during the winter months as the B1040 at North Brink often floods, leading to its closure and therefore increasing traffic use of the A605 across King's Dyke.		Committed	13,580	1,420	11,667	493	-	-	-	-	E&E
B/C.4.024	Soham Station	Proposed new railway station at Soham to support new housing development.		Committed	6,700	1,000	-	-	-	-	1,500	4,200	E&E
B/C.4.028	A14	Improvement of the A14 between Cambridge and Huntingdon. This is a scheme led by the Highways Agency but in order to secure delivery a local contribution to the total scheme cost, which is in excess of £1bn, is required. The Council element of this local contribution is £25m and it is proposed that it should be paid in equal instalments over a period of 25 years commencing in 2020.		Committed	25,200	100	100	-	-	1,000	1,000	23,000	E&E
B/C.4.031	Growth Deal - Wisbech Access Strategy	Funding provided by the LEP in order to deliver the Wisbech Access Strategy		Committed	1,000	1,000	-	-	-	-	-	-	E&E
	Total - Strategy & Development				258,337	174,566	44,967	5,694	1,670	1,370	2,870	27,200	
B/C.05	Other Schemes												
B/C.5.002	Investment in Connecting Cambridgeshire	Connecting Cambridgeshire is working to ensure businesses, residents and public services can make the most of opportunities offered by a fast-changing digital world. Led by the Council, this ambitious partnership programme is improving Cambridgeshire's broadband, mobile and Wi-Fi coverage, whilst supporting online skills, business growth and technological innovation to meet future digital challenges.		Committed	30,500	24,882	1,873	1,873	1,872	-	-	-	E&E
	Total - Other Schemes				30,500	24,882	1,873	1,873	1,872	-	-	-	

Section 4 - B: Economy, Transport and Environment Services

Table 4: Capital Programme

Budget Period: 2017-18 to 2026-27

Ref	Scheme	Description	Linked Revenue Proposal	Scheme Start	Total Cost £000	Previous Years £000	2017-18 £000	2018-19 £000	2019-20 £000	2020-21 £000	2021-22 £000	Later Years £000
B/C.08 B/C.6.001	Capital Programme Variation Variation Budget	The Council has decided to include a service allowance for likely Capital Programme slippage, as it can sometimes be difficult to allocate this to individual schemes due to unforeseen circumstances. This budget is continuously under review, taking into account recent trends on slippage on a service by service basis.		Ongoing	-29,005	-	-9,389	-4,336	-3,561	-3,294	-3,876	-4,549
	Total - Capital Programme Variation				-29,005	-	-9,389	-4,336	-3,561	-3,294	-3,876	-4,549
	TOTAL BUDGET				447,924	256,094	63,986	27,243	26,112	20,928	21,660	31,901

E&E, H&C

Funding	Total Funding £000	Previous Years £000	2017-18 £000	2018-19 £000	2019-20 £000	2020-21 £000	2021-22 £000	Later Years £000
Government Approved Funding								
Department for Transport	216,014	104,909	20,139	17,400	16,524	17,021	17,021	23,000
Specific Grants	39,250	15,419	18,731	4,100	-	-	1,000	-
Total - Government Approved Funding	255,264	120,328	38,870	21,500	16,524	17,021	18,021	23,000
Locally Generated Funding								
Agreed Developer Contributions	33,510	19,925	4,427	5,340	3,103	200	200	315
Anticipated Developer Contributions	12,330	-	400	200	200	200	1,000	10,330
Prudential Borrowing	98,651	65,676	5,682	4,321	7,265	3,537	3,269	8,901
Prudential Borrowing (Repayable)	15,665	27,419	4,849	-4,118	-980	-30	-830	-10,645
Other Contributions	32,504	22,746	9,758	-	-	-	-	-
Total - Locally Generated Funding	192,660	135,766	25,116	5,743	9,588	3,907	3,639	8,901
TOTAL FUNDING	447,924	256,094	63,986	27,243	26,112	20,928	21,660	31,901

Section 4 - B: Economy, Transport and Environment Services

Table 5: Capital Programme - Funding

Budget Period: 2017-18 to 2026-27

Summary of Schemes by Start Date					Total Funding £000	Grants £000	Develop. Contr. £000	Other Contr. £000	Capital Receipts £000	Prud. Borr. £000	
Ongoing					144,975	86,238	731	-	-	58,006	
Committed Schemes					302,609	169,026	44,810	32,504	-	56,269	
2018-2019 Starts					340	-	299	-	-	41	
TOTAL BUDGET					447,924	255,264	45,840	32,504	-	114,316	

Ref	Scheme	Linked Revenue Proposal	Net Revenue Impact	Scheme Start	Total Funding £000	Grants £000	Develop. Contr. £000	Other Contr. £000	Capital Receipts £000	Prud. Borr. £000	Committee
B/C.01	Integrated Transport										
B/C.1.002	Air Quality Monitoring			- Ongoing	100	100	-	-	-	-	E&E
B/C.1.009	Major Scheme Development & Delivery			- Ongoing	1,000	1,000	-	-	-	-	E&E
B/C.1.011	Local Infrastructure improvements			- Ongoing	3,410	3,410	-	-	-	-	H&CI
B/C.1.012	Safety Schemes			- Ongoing	2,970	2,970	-	-	-	-	H&CI
B/C.1.015	Strategy and Scheme Development work			- Ongoing	1,725	1,725	-	-	-	-	E&E
B/C.1.019	Delivering the Transport Strategy Aims			- Ongoing	7,426	6,745	681	-	-	-	H&CI
	Total - Integrated Transport			-	16,631	15,950	681	-	-	-	
B/C.02	Operating the Network										
B/C.2.001	Carriageway & Footway Maintenance including Cycle Paths			- Ongoing	47,704	47,704	-	-	-	-	H&CI
B/C.2.002	Rights of Way			- Ongoing	700	700	-	-	-	-	H&CI
B/C.2.004	Bridge strengthening			- Ongoing	12,820	12,820	-	-	-	-	H&CI
B/C.2.005	Traffic Signal Replacement			- Ongoing	4,300	4,250	50	-	-	-	H&CI
B/C.2.006	Smarter Travel Management - Integrated Highways Management Centre			- Ongoing	1,000	1,000	-	-	-	-	H&CI
B/C.2.007	Smarter Travel Management - Real Time Bus Information			- Ongoing	825	825	-	-	-	-	H&CI
	Total - Operating the Network			-	67,349	67,299	50	-	-	-	
B/C.03	Infrastructure Management & Operations										
B/C.3.001	Highways Maintenance (carriageways only from 2015/16 onwards)			- Ongoing	90,000	2,989	-	-	-	87,011	H&CI
B/C.3.012	Waste – Household Recycling Centre (HRC) Improvements			- Committed	8,183	-	2,603	-	-	5,580	H&CI
B/C.3.101	Development of Archives Centre premises			- Committed	4,200	-	-	-	-	4,200	H&CI
B/C.3.103	Library service essential maintenance and infrastructure renewal			- Committed	562	-	-	-	-	562	H&CI
B/C.3.107	New Community Hub / Library Provision Clay Farm			- Committed	827	-	566	-	-	261	H&CI
B/C.3.108	New Community Hub / Library Service Provision Darwin Green			- 2018-19	340	-	299	-	-	41	H&CI
	Total - Infrastructure Management & Operations			-	104,112	2,989	3,468	-	-	97,655	
B/C.04	Strategy & Development										
B/C.4.001	Ely Crossing			- Committed	36,000	22,000	1,000	6,294	-	6,706	E&E
B/C.4.006	Guided Busway			- Committed	148,886	94,667	29,272	9,282	-	15,665	E&E
B/C.4.014	Huntingdon West of Town Centre Link Road			- Committed	9,116	-	4,568	4,548	-	-	E&E
B/C.4.017	Cambridge Cycling Infrastructure			- Committed	5,103	-	5,103	-	-	-	E&E

Section 4 - B: Economy, Transport and Environment Services

Table 5: Capital Programme - Funding

Budget Period: 2017-18 to 2026-27

Ref	Scheme	Linked Revenue Proposal	Net Revenue Impact	Scheme Start	Total Funding £000	Grants £000	Develop. Contr. £000	Other Contr. £000	Capital Receipts £000	Prud. Borr. £000	
B/C.4.021	Abbey - Chesterton Bridge			- Committed	4,600	2,500	1,550	550	-	-	E&E
B/C.4.022	Cycling City Ambition Fund			- Committed	8,152	7,609	148	395	-	-	E&E
B/C.4.023	King's Dyke			- Committed	13,580	8,000	-	3,500	-	2,080	E&E
B/C.4.024	Soham Station			- Committed	6,700	1,000	-	1,000	-	4,700	E&E
B/C.4.028	A14			- Committed	25,200	25,000	-	200	-	-	E&E
B/C.4.031	Growth Deal - Wisbech Access Strategy			- Committed	1,000	-	-	1,000	-	-	E&E
	Total - Strategy & Development			-	258,337	160,776	41,641	26,769	-	29,151	
B/C.05	Other Schemes										
B/C.5.002	Investment in Connecting Cambridgeshire			- Committed	30,500	8,250	-	5,735	-	16,515	E&E
	Total - Other Schemes			-	30,500	8,250	-	5,735	-	16,515	
B/C.08	Capital Programme Variation										
B/C.6.001	Variation Budget			- Ongoing	-29,005	-	-	-	-	-29,005	E&E, H&CI
	Total - Capital Programme Variation			-	-29,005	-	-	-	-	-29,005	
	TOTAL BUDGET				447,924	255,264	45,840	32,504	-	114,316	

Capital Investment Appraisals

Prioritised List of Schemes

Priority Score (/100)	Class	Service Area	Ref	Title	Total Scheme Cost £000	Total Prudential Borrowing £000	Flexibility in Phasing	Alternative Methods of Delivery
F	Fully Funded	ETE	B/C.1.002	Air Quality Monitoring	100	-		-
F	Fully Funded	ETE	B/C.1.009	Major Scheme Development &	1,000	-		-
F	Fully Funded	ETE	B/C.1.011	Local Highway Improvements (includes Accessibility & New Paths)	3,410	-		-
F	Fully Funded	ETE	B/C.1.012	Safety Schemes	2,970	-		-
F	Fully Funded	ETE	B/C.1.015	Strategy and Scheme Development work	1,725	-		-
F	Fully Funded	ETE	B/C.1.019	Promoting Economic Growth - Delivering Strategy Aims	7,426	-		-
F	Fully Funded	ETE	B/C.2.001	Carriageway & Footway Maintenance including Cycle Paths	47,704	-		-
F	Fully Funded	ETE	B/C.2.002	Rights of Way	700	-		-
F	Fully Funded	ETE	B/C.2.004	Strengthening of Bridges to carry 40 tonne loading	12,820	-		-
F	Fully Funded	ETE	B/C.2.005	Traffic Signal Replacement	4,300	-		-
F	Fully Funded	ETE	B/C.2.006	Smarter Travel Management - Integrated Highways Management Centre	1,000	-		-
F	Fully Funded	ETE	B/C.2.007	Smarter Travel Management - Real Time Bus Information	825	-		-
F	Fully Funded	ETE	B/C.4.021	Abbey - Chesterton Bridge	4,600	-		-
F	Fully Funded	ETE	B/C.4.022	Cycling City Ambition Fund	8,152	-		-
F	Fully Funded	ETE	B/C.4.028	A14	25,200	-		-
F	Fully Funded	ETE	B/C.4.031	Growth Deal - Wisbech Access Strategy	1,000	-		-
F	Fully Funded	ETE	B/C.6.001	Variation Budget	-29,005	-29,005		-
C	Committed	ETE	B/C.3.101	Development of Archives Centre premises	4,200	4,200		-
C	Committed	ETE	B/C.3.103	Library Service essential maintenance and infrastructure renewal	562	562		-
C	Committed	ETE	B/C.3.107	New Community Hub / Library Provision Clay Farm	827	261		-
C	Committed	ETE	B/C.4.001	Ely Crossing	36,000	6,706		-
C	Committed	ETE	B/C.4.006	Guided Busway	148,886	15,665		-

Priority Score (/100)	Class	Service Area	Ref	Title	Total Scheme Cost £000	Total Prudential Borrowing £000	Flexibility in Phasing	Alternative Methods of Delivery
C	Committed	ETE	B/C.4.014	Huntingdon West of Town Centre Link Road	9,116	-		-
C	Committed	ETE	B/C.4.017	Cambridge Cycling Infrastructure	5,103	-		-
C	Committed	ETE	B/C.4.023	King's Dyke	13,580	2,080		-
C	Committed	ETE	B/C.4.024	Soham Station	6,700	4,700		-
C	Committed	ETE	B/C.5.002	Investment in Connecting Cambridgeshire	30,500	16,515		-
53	Other	ETE	B/C.3.001	Highways Maintenance including Footways and Signals	90,000	87,011	N/A	- N/A
44	Statutory	ETE	B/C.3.012	Waste - Cambridge Area Growth	8,183	5,580		-
27	Other	ETE	B/C.3.108	New Community Hub/ Library Service Provision Darwin Green	340	41		-

FINANCE AND PERFORMANCE REPORT – July 2016

To: **Highways and Community Infrastructure Committee**

Meeting Date: **13th September 2016**

From: **Executive Director, Economy, Transport and Environment
Chief Finance Officer**

Electoral division(s): **All**

Forward Plan ref: **For key decisions** *Key decision:* **No**

Purpose: **To present to Highways and Community Infrastructure (H&CI) Committee the July 2016 Finance and Performance report for Economy, Transport and Environment (ETE).**

The report is presented to provide Committee with an opportunity to comment on the projected financial and performance outturn position as at the end of July 2016.

Recommendations: **The Committee is asked to:-**

- **review, note and comment on the report.**

<i>Officer contact:</i>	
Name:	Sarah Heywood
Post:	Strategic Finance Manager
Email:	Sarah.Heywood@cambridgeshire.gov.uk
Tel:	01223 699714

1. BACKGROUND

- 1.1 The report, attached as **Appendix A**, provides the financial position for the whole of the ETE Service, and as such, not all of the budgets contained within it are the responsibility of this Committee. To aid reading of the report, budget lines that relate to the Economy and Environment Committee have been shaded, and those that relate to the Highways and Community Infrastructure Committee are not shaded. Members are requested to restrict their questions to the lines for which this Committee is responsible.
- 1.2 The report only contains performance information in relation to indicators that this Committee has responsibility for.

2. MAIN ISSUES

- 2.1 The report attached as Appendix A is the ETE Finance and Performance report for July 2016.
- 2.2 **Revenue:** At this stage of the financial year there are no significant variances and ETE is showing a £7k adverse forecast variance.
- 2.3 **Reserves Schedule:** Following endorsement from this Committee for the proposed use of ETE Reserves, the July General Purposes Committee approved the retention of £2.452m of reserves for specified schemes in ETE. Of these reserves, £2.015m has been vired into revenue to be spent on the agreed schemes (detailed in 2.4 of the Finance & Performance report). The residual £437K, relating to Community Transport and Cambs Future transport, is remaining in reserves pending a decision on how it should be allocated.
- 2.4 **Capital:** The capital programme is forecast to be on target and £2.8m of the estimated £10.5m Capital Programme Variation has been met. King's Dyke has a forecast variance of -£2.6m. It is anticipated additional slippage will start to appear to contribute further to the Capital Programme Variation in future months.
- 2.5 H&CI Committee has ten **performance indicators** reported to it in 2016-17. Of these ten, three are currently red, four are amber, and three are green. The three indicators that are currently red are:
 - Increase digital access to archive documents by adding new entries to online catalogue
 - Number of visitors to libraries / community hubs
 - Classified road condition – gap between Fenland and the other areas of the County.

At year-end, the current forecast is that nine will be amber and one green.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

3.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

3.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

4.1

- Resource Implications – The resource implications are contained within the main body of this report.
- Statutory, Legal and Risk – There are no significant implications within this category.
- Equality and Diversity – There are no significant implications within this category.
- Engagement and Communications – There are no significant implications within this category.
- Localism and Local Member Involvement – There are no significant implications within this category.
- Public Health – There are no significant implications within this category.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Sarah Heywood
Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?	Yes Virginia Moggridge
Are there any Equality and Diversity implications?	Yes Emma Middleton
Have any engagement and communication implications been cleared by Communications?	Yes Mark Miller

Are there any Localism and Local Member involvement issues?	Yes Paul Tadd
Have any Public Health implications been cleared by Public Health	Yes Tess Campbell

Source Documents	Location
There are no source documents for this report	.

**Economy, Transport and Environment – Finance and Performance Report –
July 2016 for Highways & Community Infrastructure Committee**

1. SUMMARY

1.1 Finance

Previous Status	Category	Target	Current Status	Section Ref.
Green	Income and Expenditure	Balanced year end position	Green	2
Green	Capital Programme	Remain within overall resources	Green	3

1.2 Performance Indicators – Predicted status at year-end: (see section 4)

Monthly Indicators	Red	Amber	Green	Total
Current status this month	3	4	3	10
Current status last month	3	4	3	10
Year-end prediction (for 2016/17)	0	9	1	10

2. INCOME AND EXPENDITURE

2.1 Overall Position

Forecast Variance - Outturn (Previous Month) £000	Directorate	Current Budget for 2016/17 £000	Current Variance £000	Current Variance %	Forecast Variance - Outturn (July) £000	Forecast Variance - Outturn (July) %
0	Executive Director	548	24	6	4	1
+80	Infrastructure Management & Operations	57,982	-394	-3	+234	0
-227	Strategy & Development	13,136	-1,009	-20	-232	-2
0	External Grants	-9,699	168	-6	0	0
-148	Total	61,967	-1,211	-7	+7	0

The service level budgetary control report for the end of the Financial year 2016-17 can be found in [appendix 1](#).

Further analysis of the results can be found in [appendix 2](#).

2.2 Significant Issues

There are no new significant issues to report.

2.3 Additional Income and Grant Budgeted this Period (De minimis reporting limit = £30,000)

There were no items above the de minimis reporting limit recorded in July 2016.

A full list of additional grant income can be found in [appendix 3](#).

2.4 Virements and Transfers to / from Reserves (including Operational Savings Reserve) (De minimis reporting limit = £30,000)

The following virements were recorded July 2016:-

Allocation of ETE reserves as agreed by GPC July 2016

Flood Risk grant funding £42k
Community Transport £125k
Cleaning of Archive material £65k
Investment to ensure delivery of savings in the Business Plan £75k
Project support for Library review £71k
Community Hub Programme Manager £36k
Legal and technical advice for the Waste PFI contract £300k
Renewal of the Highways Services contract £80k
Development of LED lighting options for street lighting £200k
Transport Strategy Modelling, Analysis & Development £60k
Lane rental implementation costs £150k
Highways Records Digitisation £45k
Asset Management £100k
Modify Park & Ride ticket machines to wave and pay £135k
Strategic Transport Corridor Feasibility studies £200k
Winter Maintenance – investment to achieve future savings £171k
Smart energy grids – Park & Ride sites £100k

A full list of virements made in the year to date can be found in [appendix 4](#).

3. BALANCE SHEET

3.1 Reserves

A schedule of the Service's reserves can be found in [appendix 5](#).

3.2 Capital Expenditure and Funding

Expenditure

At this stage of the financial year there is one significant variance, King's Dyke (-£2.6m), this relates to profiled expenditure rather than total scheme costs. As the scheme progresses and the further into the financial year we get, the forecast will be updated and firmed up as more detailed information becomes available.

King's Dyke

Planning permission has been granted and the tender package prepared. Agreeing access to private land for ground investigation surveys has delayed the completion of the works information, but it is anticipated that this will be resolved in September. The key stages and expected dates for delivery are shown below:

Stage	Target Date
Planning application submitted	Dec 2015
Application determined	March 2016
Procurement and contract document preparation	Jan-Sept 2016
Works package awarded	Early 2017
Scheme open	Summer 2017

Meeting timings is dependent on land acquisition, concluding agreements with Network Rail and agreeing a contractor's programme.

Funding

All schemes are funded as presented in the 2016/17 Business Plan.

A detailed explanation of the position can be found in [appendix 6](#).

4. **PERFORMANCE**

4.1 **Introduction**

This report provides performance information for the suite of key Highways & Community Infrastructure (H&CI) indicators for 2016/17. At this stage in the year, we are still reporting pre-2016/17 information for some indicators.

New information for red, amber and green indicators is shown in Sections 4.2 to 4.4 below, with contextual indicators reported in Section 4.5. Further information is contained in Appendix 7.

4.2 **Red Indicators (new information)**

This section covers indicators where 2016/17 targets are not expected to be achieved.

a) **Highways & Community Infrastructure**

No new information this month.

4.3 **Amber indicators (new information)**

This section covers indicators where there is some uncertainty at this stage as to whether or not year-end targets will be achieved.

a) **Highways & Community Infrastructure**

Road Safety

- Road accident deaths and serious injuries - 12-month rolling total (to April 2016)

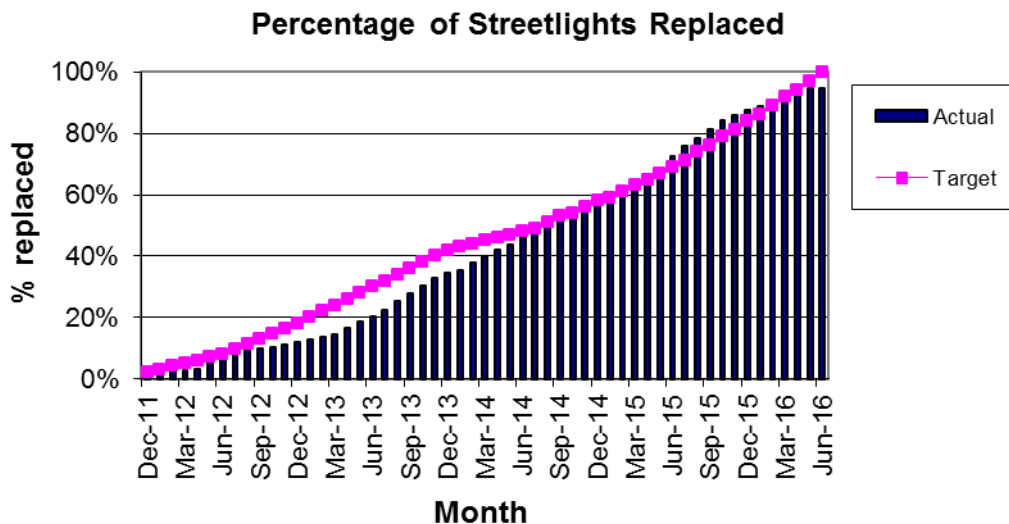
The 12 month total to the end of April is 291, compared with a 2016 year-end target of no more than 276.



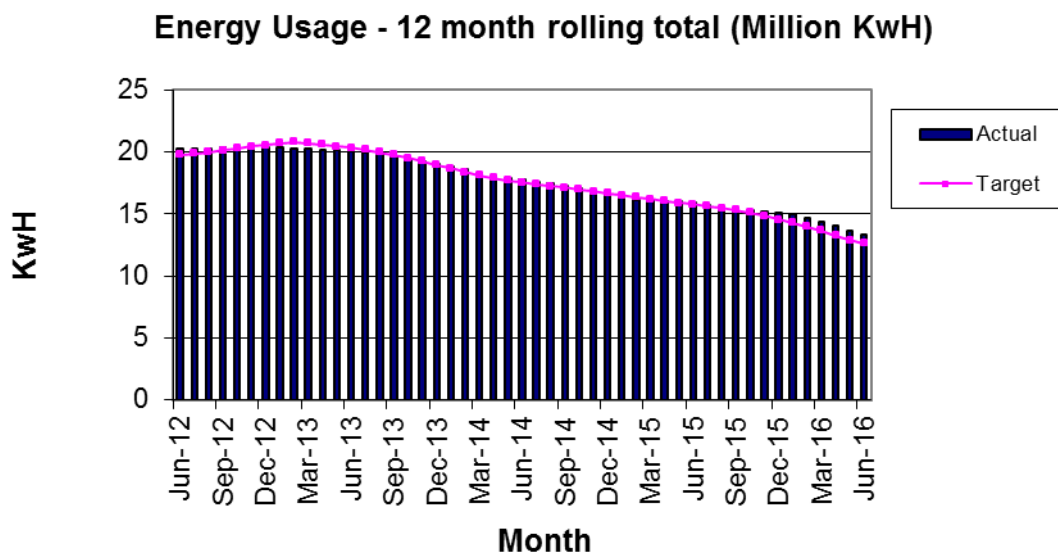
Street Lighting

The Street lighting replacement programme completion date has been extended from the end of June to the end of October. It is expected it will be fully complete by the end of October.

- Performance against street light replacement programme (at June 2016)
94.9% of the programme has been completed, representing 52,364 street lights.



- Energy use by street lights – 12-month rolling total (to June 2016)
Actual energy use to June is 13.36 Kwh, within 5% of the energy target (for the same month) and with the difference expected to close as we move towards the end of the replacement programme.



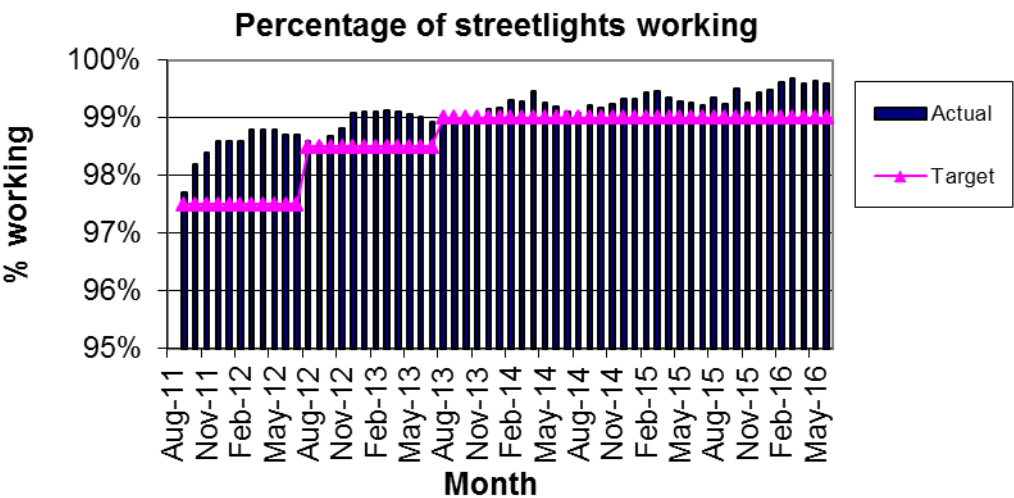
4.4 Green Indicators (new information)

The following indicators are currently on-course to achieve year-end targets.

a) Highways & Community Infrastructure

Street Lighting

- Streetlights working (as measured by new performance contract) (to June 2016)
The 4-month average (the formal contract definition of the performance indicator) is 99.6% this month, and remains above the 99% target.



4.5 Contextual indicators (new information)

a) Highways & Community Infrastructure

Road Safety

- Road accident slight injuries – 12-month rolling total (to April 2016)
There were 1,600 slight injuries on Cambridgeshire's roads during the 12 months ending April 2016 compared with 1,633 for the same period the previous year.



Rogue Traders

- Money saved for Cambridgeshire consumers as a result of our intervention in rogue trading incidents. (Annual average – to June 2016)
£3,000 was saved as a result of our intervention in one rogue trading incident during the first quarter of 2016/17. The means that the annual average based on available data since April 2014 is £151,487 compared with £168,923 the previous quarter.

It is important to note that the amounts recovered do not reflect the success of the intervention. In many cases the loss of a relatively small amount can have significant implications for victims; the impact can only be viewed on a case-by-case basis.

APPENDIX 1 – Service Level Budgetary Control Report

Forecast Variance - Outturn June £'000	Service	Current Budget for 2016-17 £'000	Expected to end of July £'000	Actual to end of July £'000	Current Variance £'000 %	Forecast Variance - Outturn July £'000 %
	Economy, Transport & Environment Services					
+0	Executive Director	120	241	258	+17 +7	+10 +8
+0	Business Support	428	185	192	+7 +4	-6 -1
0	Direct Grants	0	0	0	0 +0	0 0
0	Total Executive Director	548	426	450	+24 +6	+4 +1
	Directorate of Infrastructure Management & Operations					
+0	Director of Infrastructure Management & Operations	144	48	46	-1 -2	+0 +0
-13	Waste Disposal including PFI	34,115	7,644	7,496	-147 -2	+37 +0
	Highways					
+0	- Road Safety	681	220	181	-39 -18	+0 +0
+0	- Traffic Manager	-515	75	75	+0 +0	+45 -9
+0	- Network Management	1,328	445	133	-312 -70	+70 +5
+0	- Local Infrastructure & Streets	2,480	1,283	1,292	+9 +1	+0 +0
+0	- Winter Maintenance	1,448	-5	9	+14 -297	+0 +0
+0	- Parking Enforcement	0	-395	-366	+28 -7	+0 +0
-31	- Street Lighting	9,745	1,647	1,659	+12 +1	-31 -0
+100	- Asset Management	807	310	355	+45 +14	+100 +12
+0	- Highways other	2,158	1,349	1,416	+66 +5	+0 +0
+0	Trading Standards	739	245	290	+45 +18	6 +1
	Community & Cultural Services					
+0	- Libraries	3,477	1,144	1,029	-115 -10	-5 -0
+11	- Community Resilience	707	97	39	-58 +0	+0 +0
+11	- Archives	447	115	126	+11 +10	+11 +3
+0	- Registrars	-550	-182	-158	+24 -13	+0 +0
+0	- Coroners	769	259	282	+23 +9	+0 +0
0	Direct Grants	-6,872	-1,711	-1,682	29 +0	0 24
+79	Total Infrastructure Management & Operations	51,110	12,588	12,222	-365 -3	+234 +0
	Directorate of Strategy & Development					
+0	Director of Strategy & Development	142	47	46	-1 -3	+0 +0
+0	Transport & Infrastructure Policy & Funding	361	99	136	+37 +37	0 +0
	Growth & Economy					
+0	- Growth & Development	589	176	141	-35 -20	+0 +0
+0	- County Planning, Minerals & Waste	331	12	-8	-20 -163	+0 +0
+0	- Enterprise & Economy	-0	-0	-7	-7 +0	+0 +0
+0	- Mobilising Local Energy Investment (MLEI)	0	0	0	+0 +0	+0 +0
+0	- Growth & Economy other	662	326	27	-300 -92	-5 -1
+0	Major Infrastructure Delivery	0	201	203	+2 +1	+0 +0
	Passenger Transport					
+73	- Park & Ride	304	772	906	+134 +17	+73 +24
-300	- Concessionary Fares	5,619	1,591	1,119	-472 -30	-300 -5
+0	- Passenger Transport other	2,513	974	832	-142 -15	+0 +0
	Adult Learning & Skills					
+0	- Adult Learning & Skills	2,615	937	684	-254 -27	+0 +0
+0	- Learning Centres	0	22	62	+39 +0	+0 +0
+0	- National Careers	0	0	10	+10 +0	+0 +0
0	Direct Grants	-2,827	-1,167	-1,028	139 +0	0 0
-227	Total Strategy & Development	10,309	3,993	3,123	-870 -22	-232 -2
-159	Total Economy, Transport & Environment Services	61,967	17,006	15,795	-1,211 -7	+7 +0

	MEMORANDUM							
£'000	Grant Funding	£'000	£'000	£'000	£'000	%	£'000	%
0	- Public Health Grant	-327	-74	-45	+29	+0	+0	+0
0	- Street Lighting - PFI Grant	-3,944	-986	-986	+0	+0	+0	+0
0	- Waste - PFI Grant	-2,691	-673	-673	+0	+0	+0	+0
0	- Bus Service Operators Grant	-302	-302	-302	+0	+0	+0	+0
0	- Adult Learning & Skills	-2,435	-843	-704	+139	+0	+0	+0
+0	Grant Funding Total	-9,699	-2,878	-2,710	168	-6	0	+0

APPENDIX 2 – Commentary on Forecast Outturn Position

Number of budgets measured at service level that have an adverse/positive variance greater than 2% of annual budget or £100,000 whichever is greater.

Service	Current Budget for 2016/17 £'000	Current Variance		Forecast Variance - Outturn	
		£'000	%	£'000	%
Waste Disposal including PFI	34,115	-147	-2	+37	0
The current variance is due to outstanding recycling credit payments due to District councils.					
Network Management	1,328	-312	-70	+70	+5
Spend is currently behind the expected profile but work is planned over the next couple of months that will bring this back to the expected level. The forecast overspend is due to costs for grass cutting being greater than expected.					
Asset Management	807	+45	+14	+100	+12
The Forecast outturn relates to an overspend on the procurement of the new Highways Contract. This is partly due to the extension of the Competitive Dialogue period & the additional external specialist advice being purchased from Cardiff City Council procurement team to support the process.					
Libraries	3,477	-115	-10	-5	0
Bookfund appears under-spent compared to the monthly profile, and will be fully utilised by year end.					
Growth & Economy Other	662	-300	-92	-5	-1
As part of the recent Highways restructure, Highways Development Management has moved across to Growth & Economy from 1 st July. They are currently overachieving their income target for both Section 38 & Section 106 fees. However this is against a standardised profile, so it is difficult to predict at this early stage of the year what fee income will be achieved for the financial year.					
Park & Ride	304	+134	+17	+73	+24
The forecast out-turn is due to less income expected from operator access fees than originally budgeted.					
Concessionary Fares	5,619	-472	-30	-300	-5
It is expected the concessionary fares paid to bus operators will be lower than expected based on the last 12 months data. It is hard to judge likely spend in this area as this is affected by seasonal conditions, so the forecast will be reviewed on a regular basis.					

Adult Learning & Skills	2,615	-254	-27	0	0
Spend is currently behind profile for a number of reasons including staffing vacancies, payments being held back until projects have been completed and holdback on contractor payments until exam results are known.					

APPENDIX 3 – Grant Income Analysis

The table below outlines the additional grant income, which is not built into base budgets.

Grant	Awarding Body	Expected Amount £'000
Grants as per Business Plan	Various	10,319
Adult Learning & Skills grants	Department for Business, Innovation & Skills	-649
Non-material grants (+/- £30k)		-29
Total Grants 2016/17		9,699

The Adult Learning & Skills grant and Learning centre grants have been adjusted to match the expected grant in 2016/17.

APPENDIX 4 – Virements and Budget Reconciliation

	£'000	Notes
Budget as per Business Plan	59,952	
Allocation of ETE reserves as agreed by GPC July 2016	2,015	
Non-material virements (+/- £30k)		
Current Budget 2016/17	61,967	

APPENDIX 5 – Reserve Schedule

Fund Description	Balance at 31st March 2016 £'000	Movement within Year £'000	Balance at 31st July 2016 £'000	Forecast Balance at 31st March 2017 £'000	Notes
General Reserve					
Service carry-forward	3,386	(2,015)	1,371	0	Account used for all of ETE
Sub total	3,386	(2,015)	1,371	0	
Equipment Reserves					
Libraries - Vehicle replacement Fund	218	0	218	250	
Sub total	218	0	218	250	
Other Earmarked Funds					
Deflectograph Consortium	61	0	61	50	Partnership accounts, not solely CCC
Highways Searches	33	0	33	0	
On Street Parking	1,593	0	1,593	1,600	
Bus route enforcement	169	0	169	0	
Highways Commuted Sums	579	(0)	578	600	
Guided Busway Liquidated Damages	2,783	(55)	2,728	1,483	This is being used to meet legal costs if required.
Waste and Minerals Local Development Fra	22	0	22	0	
Proceeds of Crime	355	(24)	331	300	
Waste - Recycle for Cambridge & Peterborough (RECAP)	250	(12)	238	225	Partnership accounts, not solely CCC
Fens Workshops	56	0	56	28	Partnership accounts, not solely CCC
Travel to Work	253	0	253	198	Partnership accounts, not solely CCC
Steer- Travel Plan+	72	0	72	70	
Olympic Development	2	0	2	0	
Northstowe Trust	101	0	101	101	
Cromwell Museum	28	0	28	0	
Archives Service Development	234	0	234	234	
Other earmarked reserves under £30k - IMO	10	1	10	0	
Other earmarked reserves under £30k - S&D	30	10	41	30	
Sub total	6,631	(80)	6,551	4,919	
Short Term Provision					
Travellers	43	0	43	0	
Mobilising Local Energy Investment (MLEI)	669	0	669	0	
Sub total	712	0	712	0	
Capital Reserves					
Government Grants - Local Transport Plan	0	10,288	10,288	0	Account used for all of ETE
Government Grants - City Deal	17,779	20,000	37,779	30,372	
Government Grants - S&D	(348)	1,976	1,628	0	
Government Grants - IMO	0	0	0	0	
Other Capital Funding - S&D	10,819	1,365	12,185	10,000	
Other Capital Funding - IMO	1,232	4	1,236	200	
Sub total	29,482	33,633	63,115	40,572	
TOTAL	40,429	31,538	71,967	45,741	

APPENDIX 6 – Capital Expenditure and Funding

Capital Expenditure

2016/17						TOTAL SCHEME	
Original 2016/17 Budget as per BP	Scheme	Revised Budget for 2016/17	Actual Spend (July)	Forecast Spend - Outturn (July)	Forecast Variance - Outturn (July)	Total Scheme Revised Budget	Total Scheme Forecast Variance
£'000		£'000	£'000	£'000	£'000	£'000	£'000
	Integrated Transport						
400	- Major Scheme Development & Delivery	200	36	200	0	200	0
482	- Local Infrastructure Improvements	682	99	682	0	682	0
594	- Safety Schemes	594	12	594	0	594	0
345	- Strategy and Scheme Development work	345	272	345	0	345	0
1,988	- Delivering the Transport Strategy Aims	2,378	167	2,378	0	2,378	0
478	- Cambridgeshire Sustainable Transport Improvements	538	52	538	0	478	0
23	- Air Quality Monitoring	23	0	23	0	23	0
15,461	Operating the Network	15,924	1,667	15,916	-8	15,919	0
	Infrastructure Management & Operations Schemes						
6,000	- £90m Highways Maintenance schemes	6,000	3,315	6,000	0	90,000	0
0	- Pothole grant funding	973	13	973	0	973	0
60	- Waste Infrastructure	219	19	219	0	5,279	0
2,161	- Archives Centre / Ely Hub	1,799	70	1,799	0	4,200	0
1,122	- Community & Cultural Services	1,502	-380	1,502	0	2,245	0
	Strategy & Development Schemes						
4,700	- Cycling Schemes	3,226	770	3,226	0	17,598	0
1,336	- Huntingdon - West of Town Centre Link Road	700	1	700	0	9,116	0
14,750	- Ely Crossing	5,500	63	5,500	0	36,000	0
0	- Chesterton Busway	0	3	0	0	0	0
2,110	- Guided Busway	500	83	500	0	151,147	0
12,065	- King's Dyke	3,421	14	800	-2,621	13,580	0
500	- Wisbech Access Strategy	672	107	511	-161	1,000	0
	- A14	100	0	100	0	25,200	0
1,439	- Other Schemes	967	196	930	-37	6,710	0
	Other Schemes						
5,600	- Connecting Cambridgeshire	4,700	2,096	4,700	0	30,700	0
85	- Other Schemes	85	0	85	0	680	0
71,699		51,048	8,675	48,221	-2,827	415,047	0
	Capital Programme variations	-10,500		-7,673	2,827		
71,699	Total including Capital Programme variations	40,548	8,675	40,548	0		

Revised Budget

The decrease between the original and revised budget is made up as follows:-

- Carry-forward of funding from 2015/16 due to the re-phasing of schemes which reported as underspending at the end of the 2015/16 financial year.
- The phasing of a number of schemes have been reviewed since the published business plan and this has resulted in a reduction in the required budget in 2016/17, most notably the schemes for Ely Crossing and King's Dyke.
- As previously reported, the Capital Programme Board recommended that services include a variation budget to account for likely slippage in the capital programme, as it is sometimes difficult to allocate this to individual schemes in advance. As forecast underspends start to be reported, these are offset with a forecast outturn for the variation budget, leading to a balanced outturn overall up to the point when slippage exceeds this budget. The allocations for these negative budget adjustments have been calculated and shown against the slippage forecast to date.

2016/17 Forecast Spend

At this stage of the financial year there is one significant variance, King's Dyke (-£2.6m), this relates to profiled expenditure rather than total scheme costs. As the scheme progresses and the further into the financial year we get, the forecast will be updated and firmed up as more detailed information becomes available.

King's Dyke

Planning permission has been granted and the tender package prepared. Agreeing access to private land for ground investigation surveys has delayed the completion of the works information, but it is anticipated that this will be resolved in September. The key stages and expected dates for delivery are shown below:

Stage	Target Date
Planning application submitted	Dec 2015
Application determined	March 2016
Procurement and contract document preparation	Jan-Sept 2016
Works package awarded	Early 2017
Scheme open	Summer 2017

Meeting timings is dependent on land acquisition, concluding agreements with Network Rail and agreeing a contractor's programme.

Capital Funding

2016/17				
Original 2016/17 Funding Allocation as per BP £'000	Source of Funding	Revised Funding for 2016/17 £'000	Forecast Spend - Outturn (July) £'000	Forecast Funding Variance - Outturn (July) £'000
17,781	Local Transport Plan	17,789	17,789	0
2,682	Other DfT Grant funding	2,908	2,908	0
17,401	Other Grants	9,593	6,811	-2,782
5,691	Developer Contributions	5,596	5,588	-8
18,155	Prudential Borrowing	12,705	12,705	0
9,989	Other Contributions	2,457	2,420	-37
71,699		51,048	48,221	-2,827
	Capital Programme variations	-10,500	-7,673	2,827
71,699	Total including Capital Programme variations	40,548	40,548	0

Funding	Amount (£m)	Reason for Change
Rolled Forward Funding	-3.6	This reflects slippage or rephasing of the 2015/16 capital programme to be delivered in 2016/17 which was reported in July 16 and approved by the General Purposes Committee (GPC)
Additional / Reduction in Funding (Specific Grant)	-16.4	Rephasing of grant funding for Ely Crossing (£4.75m) & King's Dyke (£11.3m), costs to be incurred in 2017/18
Revised Phasing (Section 106 & CIL)	-1.4	Rephasing of Cambridge Cycling Infrastructure (£0.7m) & Huntingdon West of Town Centre (£0.6m), costs to be incurred in 2017/18
Revised Phasing (Prudential Borrowing)	-1.6	Revised phasing of Guided Busway spend
Revised Phasing (DfT Grant)	-0.8	Revised phasing of Cycling City Ambition Fund

APPENDIX 7 – Performance (RAG Rating – Green (G) Amber (A) Red (R))

a) Highways & Community Infrastructure

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
Archives									
Quarterly	Operating Model Enabler: Exploiting digital solutions and making the best use of data and insight								
	Increase digital access to archive documents by adding new entries to online catalogue	High	↓	To 30-Jun-2016	408,399	417,000	R	A	<p>The figure to the end of June is 408,399, an increase of nearly 1,182 since the end of March.</p> <p>This quarter's figure is lower than expected as there have been some issues with the stability of the CALM electronic archiving system following its transfer to a new server. The situation has now improved but further work is ongoing to improve the reliability of the system to ensure that large quantities of data can be archived.</p>
Communities									
Yearly	Operating Model Outcomes: People lead a healthy lifestyle and stay healthy for longer & The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Proportion of Fenland and East Cambs residents who participate in sport or active recreation three (or more) times per week. Derived from the Active People Survey	High	↑	2014/15	21.9%	24.2%	A	A	<p>The indicator is measured by a survey undertaken by Sport England. Sport England has revised some of its figures as they spotted an inconsistency in their data. The previously reported baseline figures for 2013/14 were: Cambridgeshire = 27.2% and Fenland & East Cambridgeshire (combined) = 22.7%.</p> <p>The revised 2013/14 figures published by Sport England are: Cambridgeshire = 26.2% and Fenland & East Cambridgeshire combined = 21.3%.</p> <p>The Council's target is for Fenland and East Cambridgeshire to increase to the 2013/14 county average over 5 years. Applying this principle to Sport</p>

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
									England's revised baseline data gives a 5-year target to increase the participation rate in Fenland and East Cambridgeshire (combined) to 26.2%. The 2014/15 figure has improved slightly to 21.9%, but is slightly off track.
Library Services									
Quarterly	Operating Model Outcomes: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents & People lead a healthy lifestyle and stay healthy for longer								
	Number of visitors to libraries/community hubs - year-to-date	High	↓	To 31-Mar-2016	2,401,633	2.4 million	R	A	Our end-of-year target for 2015/16 was 2.57 million visits. Year-end figures show that there were 2,401,633 physical visits to libraries/community hubs which is below target. With the rise of eBooks it may be that fewer people are needing to visit libraries as frequently as they did for stock.
	This indicator does not link clearly to a single Operating Model outcome but makes a key contribution across many of the outcomes as well as the enablers.								
	Number of item loans (including eBook loans) – year-to-date	High	↔	To 31-Mar-2016	2,808,037	Contextual		Our end-of-year target for this indicator was 2.85 million item loans. The year-end figures show that there were 2,808,037 item loans to the end of March, which is just below target and slightly below the figure for 2014/15. The number of eBook issues during 2015/16 was 83,943 which is 37% up on the same period the previous year. It should also be noted that the stock fund was reduced in 2015/16 which may also have an effect on issues.	
Road and Footway maintenance									
Yearly	Operating Model Outcomes: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents & People live in a safe environment								
	Principal roads where maintenance should be considered	Low	↔	2015/16	2%	3%	G	A	Provisional results indicate that maintenance should be considered on 2% of the County's principal road network. This is the same as the 2014/15 figure and better than the Council's 2015/16 target of 3%.

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
	Classified road condition - narrowing the gap between Fenland and other areas of the County	Low	↑	2015/16	2.88% gap	2% gap	R	A	<p>There was a gap of 2.9% between Fenland and other areas of the County during 2015/16. The gap has narrowed slightly from the 2014/15 level of 3%, but it is above (worse than) the target of 2%.</p> <p>Fenland areas have soils which are susceptible to cyclic shrinkage and swelling. This is exacerbated in periods of unusually high or low rainfall and this movement can aggravate cracking and subsidence along roads in affected areas. Additional funding is being directed towards addressing this problem.</p> <p>Targets are based on the Highways Infrastructure Asset Management Plan (HIAMP) highway condition model outputs based on current and forecast funding levels.</p>
	Non-principal roads where maintenance should be considered	Low	↔	2015/16	6%	8%	G	A	Provisional results indicate that maintenance should be considered on 6% of the County's non-principal road network. This is the same as the figure for 2014/15 and the Council's 2015/16 target.
	Unclassified roads where structural maintenance should be considered	Low	↓	2015/16	33%	Contextual			The survey undertaken in 2015/16 covered 20% of the available network and targeted roads where condition was known to be deteriorating in order to identify those roads where maintenance may best be directed. However, this has had the effect of making the indicator for unclassified roads appear to worsen from 27% to 33%. In reality, the condition of unclassified roads is generally stable. The 2016/17 annual

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
									survey will look to address this anomaly.
Road Safety									
Monthly	Operating Model Outcomes: People live in a safe environment & The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Killed or seriously injured (KSI) casualties - 12-month rolling total	Low	↑	To 30-April-2016	291	<276	A	A	The 12 month total to the end of April is 291, compared with a 2016 year-end target of no more than 276.
	Slight casualties - 12-month rolling total	Low	↑	To 30-April-2016	1600	Contextual			There were 1,600 slight injuries on Cambridgeshire's roads during the 12 months ending April 2016 compared with 1,633 for the same period the previous year.
Rogue Traders									
Quarterly	Operating Model Outcomes: People live in a safe environment & The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Money saved for Cambridgeshire consumers as a result of our intervention in rogue trading incidents. (Annual average)	High	↓	To 30-Jun-2016	£151,487	Contextual			£3,000 was saved as a result of our intervention in one rogue trading incident during the first quarter of 2016/17. The means that the annual average based on available data since April 2014 is £151,487 compared with £168,923 the previous quarter. It is important to note that the amounts recovered do not reflect the success of the intervention. In many cases the loss of a relatively small amount can

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
									have significant implications for victims; the impact can only be viewed on a case-by-case basis.
Street Lighting									
Monthly	Operating Model Outcomes: People live in a safe environment & The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Percentage of street lights working	High	↔	To 30-Jun-2016	99.6%	99%	G	G	The 4-month average (the formal contract definition of the performance indicator) is 99.6% this month, and remains above the 99% target.
	Energy use by street lights – 12-month rolling total	Low	↔	To 30-Jun-2016	13.36 million Kwh	11.04 million Kwh	A	A	Actual energy use to June is 13.36 million Kwh, within 5% of the energy target (for the same month) and with the difference expected to close as we move towards the end of the replacement programme.
	Performance against street light replacement programme	High	↔	At 30-Jun-2016	94.9%	100%	A	A	94.9% of the programme has been completed, representing 52,364 street lights. The Street lighting replacement programme completion date has been extended from the end of June to the end of October. It is expected it will be fully complete by the end of October.
Waste Management									
Monthly	Although this indicator does not link directly to an Operating Model outcome, it has a large financial impact on the Council								
	Municipal waste landfilled – 12-month rolling average	Low	↔	To-30-Apr-2016	26.9%	Contextual			The 12-month rolling total to the end of April remains at around the same level as the past few months (26.9%).

**COMMITTEE TRAINING PLAN, AGENDA PLAN AND APPOINTMENTS TO
OUTSIDE BODIES**

To: **Highways & Community Infrastructure Committee**

Meeting Date: **13 September 2016**

From: **Democratic Services**

Electoral division(s): **All**

Forward Plan ref: **Not applicable** *Key decision:* **No**

Purpose: **The Highways & Community Infrastructure Committee is asked to note the committee training plan and information regarding the introduction of information stalls.**

Recommendation: **The Highways & Community Infrastructure Committee is asked to note the attached report and make recommendations for any additional items on the Training Plan (attached at Appendix 1), and note the Agenda Plan (attached at Appendix 3).**

<i>Officer contact:</i>	
Name:	Dawn Cave
Post:	Democratic Services Officer
Email:	dawn.cave@cambridgeshire.gov.uk
Tel:	01223 699178

1.0 BACKGROUND

- 1.1 At the meeting of the Council held on 24 March 2015, it was agreed that each committee should consider and approve its own training plan at every meeting. Members of the Constitution and Ethics Committee were concerned about the low take up at training events and were keen that Members should be accountable publicly for their attendance. It was also thought that taking the training plan to the committee meeting would facilitate the organisation of training at a time convenient for the majority of committee members.

2.0 MAIN ISSUES

- 2.1 The current Highways & Community Infrastructure Committee Training Plan is attached at **Appendix 1**.
- 2.2 In addition, to share information with Members, it has been agreed that information stalls will be set up near the Kreis Viersen Room from 9.30am on the day of H&CI Committee meetings, where Members can have informal with representatives from different teams. The current schedule is set out on **Appendix 2**. These will be open to all Members, not just Committee Members.

3.0 ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

- 3.1.1 There are no significant implications for this priority.

3.2 Helping people live healthy and independent lives

- 3.2.1 There are no significant implications for this priority.

3.3 Supporting and protecting vulnerable people

- 3.3.1 There are no significant implications for this priority.

4.0 SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

- 4.1.1 There are no significant implications within this category.

4.2 Statutory, Risk and Legal Implications

- 4.2.1 There are no significant implications within this category.

4.3 Equality and Diversity Implications

- 4.3.1 There are no significant implications within this category.

4.4 Engagement and Consultation Implications

- 4.4.1 There are no significant implications within this category.

4.5 Public Health Implications

4.5.1 There are no significant implications within this category.

4.6 Localism and Local Member Involvement

4.6.2 There are no significant implications within this category.

Source Documents	Location
None	

HIGHWAYS AND INFRASTRUCTURE COMMITTEE TRAINING PLAN

Updated 05/09/16

Ref	Subject	Desired Learning Outcome/Success Measures	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending (where recorded)	%age of total
15.	Highways Depots	Councillors will gain a more practical insight into the work of Highways Depots, in particular the Local Highway Improvement scheme	Dates, venues and times below*	Richard Lumley	Open to <u>all</u> Members			
14.	Road Surface Dressings		05/07/16 Shire Hall	Jonathan Clarke			J Scutt A Taylor	
13.	Trading Standards		10/12/15 (1pm) Cambridge	Aileen Andrews				
12.	Coroners		10/03/16 (3pm) Huntingdon	Dave Greenwood				
11.	Registration		10/03/16 (2pm) Huntingdon	Louise Clover				
10.	Community Impact Assessments		03/11/15 + 10/11/15					
9.	Joint E&E and H&CI Business Planning session		03/09/15; 01/10/15				tbc	
8.	Highways Depots	Councillors will gain a more practical insight into the work of Highways Depots and greater	Huntingdon* (01/09/15); Cambridge	Richard Lumley	Open Days	H&CI Committee		


Ref	Subject	Desired Learning Outcome/Success Measures	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending (where recorded)	%age of total
		awareness of the Council's approach to road surfacing.	(08/09/15); Witchford (14/09/15); March (15/09/15); Whittlesford (17/09/15).					
7.	Street Lighting PFI and Energy Savings	Members will learn about the Council's street lighting responsibilities and the Private Finance Initiative (PFI) funded partnership to upgrade street lighting, as well as hearing about energy saving measures.	TBA		Training Seminar	H&CI Committee		
6.	Highways Asset Management and Operations	Members will be able to demonstrate increased knowledge and understanding.	TBA		Training Seminar	H&CI Committee		
5.	Visit to a Community Hub/s combined with a seminar on the library service Visited Somersham, Gamlingay & Melbourn	Members will gain practical experience of the working of a community hub and more in depth knowledge of the library service.	Sept/ Oct 14 3/10/14 8/10/14	Christine May & John Onslow	Visit	H&CI Committee	Cllrs Hickford, Criswell, Kindersley and van de Ven	
4.	Community and Cultural Services – general presentation (mainly on libraries)	Members will have enhanced knowledge of the services delivered in Community and Cultural Services and in particular, will gain greater knowledge of the opportunities and challenges facing the library service.	5 September 2014	Christine May	Training Seminar	H&CI Committee		
3.	Supporting Businesses and Communities		8 August 2014		Training Seminar	HIC Committee		

Ref	Subject	Desired Learning Outcome/Success Measures	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending (where recorded)	%age of total
2.	Visit to MBT Plant and Training Session on Waste PFI	Members will have greater awareness of the Council's Mechanical Biological Treatment (MBT) plant and will learn more about how the plant processes mixed rubbish that previously would have gone to landfill. and the benefits to waste	3 July 2014		Visit	H&CI Committee		
1.	Business Planning	Members of the Committee will have the chance to consider emerging thinking; reflect on the direction of travel and offer guidance on where officers should focus on developing proposals over the coming months.	3 June 2014		Training Seminar	H&CI Committee		

*27/06/16 (Whittlesford); 04/07/16 (Shire Hall); 11/07/16 (March); 13/07/16 (Witchford); 18/07/16 (Huntingdon): All Highways Depots Open Days have three time slots: 2-4pm, 4-6pm, or 6-8pm.

Appendix 2

Information Stalls for H&CI Committees 2016/17							
Service Team	Information Stall	13/09/16	11/10/16	08/11/16	06/12/16	11/01/17	14/02/17
Waste - Maggie Pratt	Waste		X				
Community & Cultural Services	Registration Service					X	
Community & Cultural Services	Libraries	X					
Community & Cultural Services	Community Resilience		X tbc				
Community & Cultural Services	Archives				X tbc		

HIGHWAYS AND COMMUNITY INFRASTRUCTURE POLICY AND SERVICE COMMITTEE AGENDA PLAN	Published 1 st September 2016 Updated 5 th September 2016	 Cambridgeshire County Council
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Notes

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

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.

+0 indicates items expected to be confidential, which would exclude the press and public. Additional information about confidential items is given at the foot of this document.

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.

The agenda dispatch date is six clear working days before the meeting.

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes Meeting Date	Deadline for draft reports	Agenda despatch date
13/09/16	Finance and Performance Report	Chris Malyon	Not applicable	02/08/16	31/08/16	02/09/16
	Draft Capital Programme	Sarah Heywood/ David Parcell	Not applicable			
	Clay Farm Hub JVC Issue	Jill Terrell	Not applicable			
	Training Plan	Dawn Cave	Not applicable			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes Meeting Date	Deadline for draft reports	Agenda despatch date
11/10/16	Library Services Transformation	Jill Terrell	2016/046	06/09/16	28/09/16	30/09/16
	Ely Archives building	Rachael Greenlees	Not applicable			
	Business Planning: <ul style="list-style-type: none"> • Draft Consultation Report • Draft Community Impact Assessments • Revenue Business Plan tables 	Graham Hughes/ Sarah Heywood	Not applicable			
	Fees & Charges Report	Graham Hughes/ Sarah Heywood	Not applicable			
08/11/16	Finance and Performance Report	Chris Malyon	Not applicable		26/10/16	28/10/16
	Medical Examiner	Amy Donovan	2016/041			
	Real Time Passenger Information (RTPI) – consortium and contract renewal	Sonia Hansen	2016/037			
	Business Planning: <ul style="list-style-type: none"> • Capital and Revenue Report • Fees and Charges Report 	Graham Hughes/ Sarah Heywood	Not applicable			
	Training Plan	Dawn Cave	Not applicable			
06/12/16	Business Planning	Graham Hughes	Not applicable		23/11/16	25/11/16
	Network Rail Anglia Level Crossing Reduction Strategy in Cambridgeshire	Camilla Rhodes	Not applicable			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes Meeting Date	Deadline for draft reports	Agenda despatch date
17/01/17	Finance and Performance Report	Chris Malyon	Not applicable		04/01/17	06/01/17
	Residents Parking Policy Review	Nicola Gardner	Not applicable			
	Training Plan	Dawn Cave	Not applicable			
<i>[14/02/17] Provisional Meeting</i>	Highway Service Transformation Appointment of Highways Partner	Richard Lumley	2017/006		01/02/17	03/02/17
	Highways Assets Management Plan (2016/17)	Barry Wylie	Not applicable			
14/03/17	Finance and Performance Report	Chris Malyon	Not applicable		01/03/17	03/03/17
	Training Plan	Dawn Cave	Not applicable			
<i>[11/04/17] Provisional Meeting</i>	Allocation of Integrated Transport Block and Residual Capital	Jeremy Smith	2017/???		29/03/17	31/03/17
30/05/17	Finance and Performance Report	Chris Malyon	Not applicable		16/05/17	18/05/17
	Training Plan	Dawn Cave	Not applicable			

Date to be confirmed: ETE Streetlighting Attachments Policy (Forward Plan ref: 2016/017); On street parking charges review (P Hammer)

Notice made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in compliance with Regulation 5(7)

1. At least 28 clear days before a private meeting of a decision-making body, public notice must be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.

Forward plan reference	Intended date of decision	Matter in respect of which the decision is to be made	Decision maker	List of documents to be submitted to the decision maker	Reason for the meeting to be held in private

Decisions to be made in private as a matter of urgency in compliance with Regulation 5(6)

3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chairman of the Council.
4. Compliance with the requirements for the giving of public notice has been impracticable in relation to the business detailed below.
5. The Chairman of the Council has agreed that the Committee may hold a private meeting to consider the business referred to in paragraph 4 above because the meeting is urgent and cannot reasonably be deferred for the reasons stated below.

Date of Chairman's agreement	Matter in respect of which the decision is to be made	Reasons why meeting urgent and cannot reasonably be deferred

For further information, please contact Quentin Baker on 01223 727961 or Quentin.Baker@cambridgeshire.gov.uk